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VOCATIONAL EDUCATION

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Apprentice Education
Trade & Industry
Technical Education
Job Training Partnership Act

Business & Office Education
Consumer & Homemaking Education
Wage Earning Home Economics Education
Cooperative Education
Distributive Education
Special Needs Programs
Health Occupation Education

Ed Argenbright
Superintendent

Montana

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MONTANA STATE PLAN

FOR THE ADMINISTRATION OF

VOCATIONAL EDUCATION

Under Public Law 94-482
The Education Amendments of 1976

1984

State of Montana
Office of Public Instruction
Ed Argenbright, Superintendent
State Capitol
Helena, Montana 59620

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SECTION 1

CERTIFICATIONS

Approval Certificate

The State 1983-1984 Annual Program Plan for the program year beginning July 1, 1983 and the 1982 Accountability Report for the Administration of Vocational Education under the Vocational Education Act of 1963, as amended, are hereby accepted by the U.S. Assistant Secretary for Vocational and Adult Education as fully meeting the requirements of this statute and its regulations.

Submitted by the State of MONTANA

Adopted by State Superintendent of Public Instruction

Date adopted _____

Date submitted--Office of Vocational and Adult Education _____

Effective date July 1, 1983

Approval recommended _____
(Director, Division of State Vocational Programs)

Approved _____
(U.S. Assistant Secretary for Vocational and Adult Education)

Date approved _____

TED SCHWINDEN
GOVERNOR

State of Montana
Office of the Governor
Helena 59620

RECEIVED
FEB 10 1981
SUPERINTENDENT
OF PUBLIC INSTRUCTION

February 6, 1981

Mr. Ed Argenbright
Superintendent of Public
Instruction
State Capitol
Helena, Montana 59601

Dear Superintendent Argenbright:

This letter concerns OMB Circular A-95 which provides that my office is to review and comment on state plans or applications that agencies of the state are planning to submit to federal agencies.

Since you are a constitutional, elected official of the state and since you have statutory authority to request and expend federal monies for public schools, it is my view that the clearinghouse requirement under Circular A-95 does not apply to your office. So that there may be no confusion on this point, this letter is provided to you to assure federal officials that I will not offer any comments concerning any plans or applications submitted by you for federal funds. I understand, however, that you will send to my office for information purposes only, a copy of all such plans or applications.

I trust that this letter will serve you with respect to Circular A-95. If you have any problems concerning this matter, please let me know.

Sincerely,

Ted Schwinden

TED SCHWINDEN
Governor

Certificate of the Adoption of the Plan and Accountability Report
by the Executive Officer (Sole Agent) for Vocational Education

I hereby certify that the development of the State Plan for the Administration of Vocational Education and Accountability Report was coordinated with the agencies, councils and individuals as required in Section 107(a)(1) of the Act and 104.162 of the Rules and Regulations. The Plan constitutes the basis for operation and administration of the state's vocational education program.

The Plan was adopted by the State Superintendent, as Executive Officer for Vocational Education on

6-20-83
Date

Executive Officer for Vocational Education

State Certification

State of Montana

I hereby certify:

1. That the State Superintendent as Executive Officer and Sole Agent in this state is eligible to submit the State Plan for vocational education as authorized under Part A of Title I of the Vocational Education Act;

2. That the State Superintendent has the authority under state law to perform the functions of the state under the program;

3. That the state legally may carry out each provision of the plan;

4. That all provisions of the plan are consistent with state law;

5. That the State Treasurer has the authority under state law to receive, hold and disburse federal funds made available under this plan;

6. That the State Superintendent has the authority to submit the plan;

7. That the State Superintendent has adopted and formally approved the plan;

8. That the plan is the basis for state operation and administration of the program.

6-20-83
Date

State Superintendent

Certificate of Delegation of Responsibility

We hereby certify that the delegation of responsibilities for administration and operation of the community college vocational and technical education programs are authorized by the State Superintendent in agreements based upon the approval of an annual plan for each institution. The State Board of Regents shall be responsible for the operation, administration and fiscal control and required statistical reporting in concert with the local board of trustees. The staff of the Department of Vocational Education Services shall share the responsibility of supervision, evaluation and technical assistance of the programs funded with federal funds with the appropriate staff of the Board of Regents.

Carroll Brewer
Commissioner of Higher Education
acting

6/17/83
Date

Ed Mecum
State Superintendent

6-20-83
Date

Certification of Local Advisory Councils

I hereby certify that all local education agencies and other eligible recipients have been notified of their responsibility to establish local advisory councils.

Each LEA or OER shall submit and have on file the local advisory council information in their annual program plan.

1. List of members, mailing addresses and economic sector represented.
2. Local council designated chairperson.
3. Race, sex and ethnic composition.
4. Evidence of advisory committee involvement in the local plan.

6-20-83
Date

Ed Eisenberg
State Superintendent

Certificate of State Advisory Council

I hereby certify that the 1983-1984 Annual Plan for Vocational Education was prepared in consultation with the State Advisory Council.

Date

Chairperson, State Advisory Council

See following page.

MONTANA ADVISORY COUNCIL FOR VOCATIONAL EDUCATION

Kathryn M. Penrod
Executive Director

Certificate of State Advisory Council
for Vocational Education

State of Montana

The FY 1984 Annual Plan for Vocational Education and the Accountability Report for FY 1982 were developed in consultation with the State Advisory Council for Vocational Education.

The Council's State Plan Committee met in work sessions with the staff of the Office of Public Instruction during the initial stages of the development of these documents. In addition, the Chairman of the MACVE's State Plan Committee represented the State Advisory Council on the State Planning Council. He made several recommendations during the planning meetings, many of which were considered and implemented.

The Council commends the staff of the Office of Public Instruction for the timely preparation of these reports this year.

Date: June 15, 1983

By: George McCallum, Chairman, MACVE

Gordon Simmons, Vice-Chairman, MACVE
Chairman, MACVE State Plan Committee

CERTIFICATION OF MONTANA VOCATIONAL EDUCATION PLANNING COUNCIL

State of Montana

The Superintendent of Public Instruction certifies the signatures listed below are those of the representatives of the designated agencies, councils, and individuals who comprise the Montana Vocational Education Planning Council as specified in CFR 34 Section 400.162. They had the opportunity to participate in formulating the 1984 Annual Plan and the 1982 Accountability Report.

STATE AGENCY--SECONDARY

Gene Christiaansen

VOCATIONAL EDUCATION TEACHERS

Irvin Scheidt

STATE AGENCY--POSTSECONDARY

Loran Frazier

HIGHER EDUCATION

Dr. Max Amberson

COMMUNITY COLLEGES

Dr. Donald Gatzke

LOCAL SCHOOL ADMINISTRATORS

Joseph Fahn

TEACHER DEVELOPMENT--T & I

Robert Hockett

COMMERCE

Forrest Boles

LOCAL SCHOOL BOARDS

Anita Johnson

STATE MANPOWER SERVICES

Wendy Keating

LABOR AND INDUSTRY

Candice Brown

MONTANA STATE ADVISORY COUNCIL

Col. Gordon Simmons

STATE AGENCY--SECONDARY

Robert Ruthemeyer

STATE SUPERINTENDENT

Ed Argenbright

Certificate of Involvement of Designated Agencies

I certify that a planning committee composed of representatives identified in Section 107(a)(1) of P.L. 94-482 was named.

I further certify that four scheduled meetings of the committee were held for the express purposes as required in Section 108 (a)(1) of the Act. The meetings were conducted on the following dates:

February 28, 1983
April 7, 1983
May 23, 1983
June 13, 1983

Planning council recommendations and questions with responses appear in the Appendix.

6-20-83
Date

State Superintendent

Review Certification for Sex Discrimination and Sex Stereotyping

I hereby certify that I had the opportunity on a full-time basis to review the plan and accountability report. Personnel was assigned full-time as of October 1, 1977, to review programs within the state to assure equal access to vocational education by both men and women as set forth in Section 109(a)(3)(B) of P.L. 94-482.

The state has in operation policies which prohibit sex bias and sex stereotyping in enrollments of students and/or the employment of administrative or teaching staffs.

Kay Burkhardt
Human Potential Development Specialist

6/20/83
Date

Certificate of Public Hearings and Public Notification

1983-1984 Annual Plan and 1982 Accountability Report
State of Montana

1. Notification of date and purpose of the public hearings were as follows:

   6/1/83
   50 wire service news releases to state news media

   24 invitations to representatives of state government, public and private higher education, professional organizations, business and industry and special interest groups

   300+ superintendents of local school systems
   Office of Public Education publication included distribution of hearing information to 1,600 persons

2. Public hearings were conducted at 7 locations across the state utilizing the Montana Educational Telephone System.

DATE	LOCATIONS	ATTENDANCE
6/13/83	State Capitol, Helena	5
6/13/83	Brockman Center, Havre	2
6/13/83	School for Deaf & Blind, Great Falls	1
6/13/83	University of Montana, Missoula	2
6/13/83	Eastern Montana College, Billings	2
6/13/83	Flathead Valley Community College, Kalispell	1
6/13/83	Montana State University, Bozeman	2

3. The hearings were conducted by:

Name	Title
Robert Ruthemeyer	Plan/Research/Reports Specialist Department of Vocational Education Services Office of Public Instruction

4. A summary of comments and recommendations made and the consideration given to each follow. A transcript of the proceeding is on file for review at the Department of Vocational Education Services, Helena, Montana.

6-20-83
Date

Ed Argenbright
State Superintendent

SECTION 2

PUBLIC COMMENTS

AND

RESPONSES

A. Planning Council and Public Response

1. Planning Council Recommendations

a. The Planning Council recommends that a request for proposal be issued to determine quantitative and qualitative employment statistics within the field of agriculture production and service.

Response: The Department of Vocational Education Services has included an RFP under research for 1984 to determine the occupational information needed for planning purposes.

b. The Planning Council recommends that a request for proposal be issued to determine the use of computers and software support programs necessary for agri-business and other small businesses to increase economic development.

Response: The Department of Vocational Education Services has included an RFP under research for 1984 to address the concern for economic development.

c. The Planning Council recommends that the Department emphasize safety instruction and coordination with appropriate state agencies in the evaluation process of school facilities.

Response: The Department of Vocational Education Services has included the concern for safety and coordination in the annual goals.

d. The Planning Council recommends that Montana community colleges be considered in the 1984 Annual Plan.

Response: The public community colleges and Indian community colleges have been included in the 1984 Annual Plan. It must be understood that the administrative structure of the state, established in law, does not give the State Superintendent of Public Instruction authority over the public and Indian community colleges. Data is provided with requisite assurances mandated prior to the receipt of VEA funds under any category of the state Allocation of Vocational Act funds.

e. Update curriculum and instructional materials.

Response: The Department of Vocational Education Services has recognized the need for updating instructional materials by increasing the emphasis of funding for fiscal year 1984 (see 10.1 to 10.3 of Section 12).

f. Insure adequate use of advisory committees.

Response: The use of advisory committees and resultant input from such committees has been noted under the accountability objectives for the department (see 7.1 of Section 12).

g. Improve on LEA/OER student follow-up.

Response: Student follow-up has been addressed in 7.1.3 of Section 12.

h. Improve articulation efforts between secondary and postsecondary vocational education programs.

Response: Improved articulation is an objective noted in 9.1.2 of Section 12.

i. Expand upon public relations.

Response: Expanded public information has been addressed in 9 and 10 of Section 12.

j. Develop a needs assessment model for replication at the LEA.

Response: The development of a needs assessment model is addressed in 1.1 of Section 12.

k. Emphasize equipment acquisition updating and replacement schedules for LEA/OER's.

Response: To the degree permitted by law and within funding allocations, the Department of Vocational Education Services has encouraged equipment acquisition. The adoption of the state Property, Accountability and Management System inventory for postsecondary vocational-technical centers has enhanced the opportunity to develop replacement schedules that may be adopted by secondary schools (see 11 of Section 12).

l. Emphasize better planning for LEA/OER's.

Response: Emphasis on planning at the LEA/OER levels has been enhanced by the completion of supply/demand reports from the SOICC. Additionally, the needs assessment project for 1984 will assist LEA/OER's in focusing their planning efforts.

m. Update and clarify certification requirements for vocational education instructors.

Response: During the 1982-83 school year, a concerted effort was made to secure input from teachers, supervisors, administrators and superintendents requisite to a revision in the Montana vocational education certification requirements. Recommendations for revision, based on the input received, will be submitted to the Board of Public Education during the summer of 1983. The Board of Public Education has the statutory authority to establish certification requirements which the Office of Public Instruction evaluates through accreditation procedures for school districts.

B. Public Hearing Comments, June 13, 1983:

1. Several observations and comments were made relative to Section 9 of the 1984 Annual Plan for Vocational Education in Montana. The commentor felt that the program description provided only restated the federal requirements.

Response: The Office of Public Instruction chose to restate the federal and state laws with specific cites of legal basis as a method to inform users of the plan basis. No change is made to the content.

2. The commentor felt that the objectives stated did not address the functions of the program description under A and B.

Response: The plan outline as stated in Section 9-1 is formulated to assist the sex equity and other personnel in fulfilling the goals of equal vocational opportunity. Assurances provided in Section 2 of the 1984 State Plan, as well as the 1983-87 Five Year Plan, address this concern.

3. The commentor questioned the specific programs that have been designed to promote sex fair learning in conjunction with the vocational education staff.

Response: Federal regulations require the $50,000 support level for salaries, support and administrative costs be specifically for sex equity purposes. Programs that have been designed appear in the Accountability Report for federal purposes. Additionally, objective 4, Section 9-3, calls for a continuation of ongoing work, as may have been reported in the 1982 Accountability Report, and previous and future accountability reports.

4. The commentor found no statistical reporting of enrollment or job placement data by sex.

Response: This data is reported in accountability reports, status reports required of the sex equity specialist, as well as in Vocational Education Data Systems reports submitted to the National Center for Educational Statistics. Each of these reports require differing submission dates; however, data is available for previous year activities within the required reports. Interested parties may receive copies upon request.

5. The commentor noted that advisory committee membership lacked specifity in minority representation.

Reponse: Guidelines for advisory committee membership are delineated in the Administrative Rules of Montana, 10.41.118.

6. The commentor questioned item 41 on page 8 of the Annual Program Review for Postsecondary Centers and requested clarification of the statement.

Response: The Annual Program Review for Postsecondary Vocational-Technical Centerns is currently under revision to reduce duplication and clarify more than this singular concern. The New York State model is being reviewed for modification and adoption in Montana.

7. The commentor noted the absence of ethnic grouping and sex on the Uniform Application for Admission to a Montana Vocational-Technical Center and questioned how this data can be collected.

Response: The Office of Public Instruction was directed to remove such information requests from the application form during a technical assistance visitation in July of 1982 from the regional Office of Civil Rights. Data is now collected after a student is enrolled, as is reported on the 12th Day Enrollment Reports required of postsecondary centers.

8. The commentor noted planned activities under Subpart 2, Section 120, Displaced Homemakers, and questioned the absence of a narrative.

Response: Narrative information for the displaced homemaker program is provided in the 1983-87 Five Year Plan. Interested persons may secure a copy of the Five Year Plan from the Office of Public Instruction.

9. One commentor provided a written statement that was read by the site facilitator for inclusion in the 1984 Plan. The concern was expressed that the 1984 Plan does not address the criteria that an institution of higher education must meet in order to offer approved vocational education classes, which subsequently lead to the certification of distributive and business teachers in vocational education in the state of Montana. The commentor thought this was a weakness statewide which could lead to proliferation and lowering the quality of teacher education in those two areas.

Response: The State Superintendent of Public Instruction, as the sole agent for vocational education, does not have administrative authority over institutions governed by the Board of Regents. Although the Department of Vocational Education Services is concerned with duplication, a direct administrative authority is absent in statutes and remains a concern for the Commissioner of Higher Education to address with the Board of Regents through closely defined missions for each unit of the Montana University System. Guidelines are provided with respect to community college offerings in vocational education, less than baccalaureate level within the Postsecondary Policies and Procedures Handbook referenced in the 1984 Plan and provided in the Appendix of the Five Year Plan. Copies of the Postsecondary Policies and Procedures Handbook are available upon request.

10. One commentor presented the definition and historic relationship of apprentice related education to vocational education in Montana, noting past support received for related instructional efforts. The statement encouraged continued support for related instructional funding.

Response: The Office of Public Instruction, Department of Vocational Education Services, recognizes the historic relationships of related instructional support for apprenticeship provided in statute. Provision has been made in the 1984 Annual Plan for related instructional support under Subpart 2.

SECTION 3

LOCAL APPLICATIONS

Local Applications

This section of the 1984 Annual Plan portrays the application processes for local education agencies and other eligible recipients applicable to the receipt of federal and state funds.

A. Assurances

The State Superintendent as the Sole Agent for vocational education shall provide application forms and guidelines for use by public or private secondary and postsecondary schools, institutions and agencies. Vocational Education Services departmental staff will provide consultive services in the application process. Funds are distributed on the basis of quality reviews, prioritization, funding formulas and include assurance required as follows:

1. Compliance with Title VI of the Civil Rights Act of 1964.

2. Compliance with Title IX of the Education Amendments of 1972.

3. Compliance with Title VII of the ESEA of 1965.

4. Compliance with Section 504 of the Rehabilitation Act of 1973.

5. Accessibility for proprietary and nonprofit school enrollees to programs funded with federal funds.

6. Assurance that maintenance of effort has been maintained.

7. Assurance of submission of a five year plan and that the plan was developed in consultation with a local advisory council/committee.

8. Assurances that results of evaluations have been considered.

9. Assurances that the local programs address student, local and state needs for employment.

10. Assurances of coordination with other manpower programs in the area to reduce unnecessary duplication under the Comprehensive Employment Training Act and the Job Training and Partnership Act replacement legislation.

11. Assurances that expenditures of state/local and federal funds will be recorded and available for audit and public inspection.

12. Assurance that no federal funds will be used for local administration.

13. Final expenditure reports will be the basis for final reimbursement.

B. Application Flow.

Applications for funding are received by the Assistant State Superintendent and designated staff, reviewed for quality; formula prioritization; approved or disapproved; for recommendation to the State Superintendent for appropriate action.

C. Opportunity for Hearings on Local Applications.

Any eligible recipient dissatisfied with the final action of the Superintendent shall be given reasonable notice and opportunity for a hearing under applicable Administrative Rules of Montana and the Montana Five Year Plan for Vocational Education, pages 36-38.

D. Procedures for Determining Priority.

1. Secondary Local Education Agenciess. Determination of priority for approval of programs is based upon a two-step process that includes a quality review followed by formula application. The factors used for formula calculations include:

   a. Relative financial ability as defined by the taxable value of real and personal property within a district divided by the ANB (average number belonging). The district ANB value is divided by the state average total value ANB to determine relative financial ability.
   b. Relative concentration of low-income families as defined by the families within the district on AFDC determined from Montana Chapter 1 data.
   c. Economically depressed areas as defined by the January unemployment rate of the county in which the LEA is located.
   d. Dropout rate as defined by those persons reported as leaving the district prior to completion of their educational program.
   e. New programs defined as new or emerging occupational programs. Calculations shall be based upon projected new program costs expressed as a percent of the total vocational education program costs reported on the annual certified expenditure reports.

The distribution of federal funds is based upon a schedule of priorities for all LEA's for the state in rank order of the formula outcome. The competitive proposals are funded up to 50 percent, except in the case of Section 140 and Section 150 funds which are distributed to depressed areas amounting to 1/3 of the allocation followed by the regulation ratio of up to 50 percent reimbursement for regular federally funded home economics programs. Funds are distributed until depleted by appropriate section and subpart based upon application proposals.

LEAs are also eligible for state general fund "excess cost" monies based upon MCA, 20-7-305 established by HB 618 of the 47th Montana Legislature. The 48th Montana Legislature has appropriated $750,000 in state fiscal year 1984 for "excess cost" categories which are defined for vocational education programming as:

   a. instructional supplies
   b. instructional major equipment
   c. instructional travel expense
   d. instructional equipment maintenance and repair
   e. instructional major equipment
   f. extended contract salaries
   g. student organizational stipends

In order to be eligible in approved vocational education program offerings for state "excess costs" a district (LEA) must submit assurance in conjuction with:

a. A Local Plan for Vocational Education, Form VZ0383
b. Proposal for Secondary Vocational Eduation Program, Form VZ0283 (new programs only), or Form VZ1083 for Renewal
c. Secondary Vocational Education Student Enrollment Report, Form VZ0383
d. A Certified Expenditure Report for Vocational Education Project, Form VZ0582
e. Authorization of Vocational Education Personnel, Form VZ1183 (new personnel only)
f. Addendum for Cooperative Vocational Education Program, Form VZ 1283 (coop only)
g. Program Appraisal for Vocational Education Programs, Form VZ0483

State vocational "excess costs" distributions are based upon the following formula:

class size	x	no. vo-ed periods / no. periods in school day	x	vo-ed weighted factor	x	local ANB value	=	state excess costs (adjusted)

Occupational programs are annually classified into five funding categories based upon actual expenditures of the previous year. Weights are assigned as:

Category	FY 84 Weight
I	.41
II	.28
III	.18
IV	.10
V	.03

Programs within the categories are listed below.

CIP Code	Category I
01.0301	1. Ag Production
48.0508	2. Welding
46.0201	3. Carpentry/Building Construction
	Category II
48.0201	1. Graphics
47.0604	2. Auto Mechanics
48.05XX	3. Metalworking

CIP Code	Category III
07.07XX	1. Clerical Office Practice
07.07XX	2. Secretarial Office Practice
07.07XX	3. Simulated Model Office
08.XXXX	4. Distributive Education/Cooperative Education
47.XXXX	5. Industrial Cooperative Training
47.0603	6. Auto Body
09.XXXX	7. Broadcasting
15.03XX	8. Electronics
20.0101	9. Consumer Home Economics
	Category IV
48.0101	1. Drafting
20.0401	2. Food Management/Service HEWE
03.0401	3. Forestry
20.XXXX	4. Clothing Management HEWE
	Category V
47.0606	1. Small Engines
17.06XX	2. Health Occupations
01.0201	3. Ag Mechanics
20.02XX	4. Home Economics Related Occupations (HERO)
20.0201	5. Child Care HEWE

Approved industrial arts programs shall be funded at a level equal to 50 percent of trades and industries counterparts. If a counterpart is not identified, the industrial arts program will be placed in Category V.

2. Postsecondary Other Eligible Recipients. Determination of priority for approval of postsecondary and OER's is based upon a two-step process that includes a quality review and the application of a funding formula for federal funds.

   The federal funding formula for postsecondary and OER's consists of the following elements:

   a. Relative ability to pay defined as the county mill levy of a residing postsecondary agency divided by the summation value of the counties involved.
   b. Relative concentration of low-income population defined as the number of Pell Grant recipients divided by the postsecondary or OER's total enrollment.
   c. Unemployment defined as the unemployment rate of the county in which the postsecondary or OER is located as reported for January in the report of the Department of Labor.[1]
   d. Service defined as that portion of the enrollment generated by each OER compared to the total for the system for the immediate past year.
   e. New programs defined as those which are designated to meet new or emerging occupations and shall be calculated on the basis of the proposed new program(s) cost to the total vocational education instructional costs reported on the Statewide Budgeting and Accounting System (SBAS) for the individual OER or other approved accounting system.

---

[1] Montana Statistics in Brief, Department of Labor and Industry Research & Analysis Division, (monthly publication).

Postsecondary and OER's must provide assurances, complete applications and follow policies and procedures of the State Superintendent of Public Instruction specified in the "Postsecondary Policies and Procedures Manual, 1983."

In application, both secondary LEA and postsecondary OER's will use formulas in which the elements of financial ability to pay and concentration of low income families are considered the two most important factors. Scales and illustrations of formula application are illustrated in the Five Year Plan for Vocational Education in Montana pages 15-16 and 26-29, respectively.

MONTANA COMPOSITE SCORE FOR PRIORITIZATION
OF SECONDARY SCHOOLS LEA'S

VE103 06/03/83 VOCATIONAL EDUCATION PRIORITIZATION FORMULA 1982-83 FY

DISTRICT NAME	NUMBER	LE	CONCENTRATION OF LOW INCOME FAMILIES: TOTAL AND	AFDC...POINTS	RELATIVE FINANCIAL ABILITY TO PAY: TAX VAL PER AND...POINTS	ECONOMICALLY DEPRESSED AREAS: UNEMPL RATE...POINTS	DROP-OUTS: TOTAL..POINTS	NEW PROGRAMS: POINTS	TOTAL POINTS
HAYS-LODGE POLE H S	50	1213	92	8 20	840,20 20	12,6 7	7 8	0	55
BROCKTON H S	55F	0783	53	6 20	11,044,98 18	10,2 6	14 10	0	54
STEVENSVILLE HS	2	0733	431	13 20	11,033,42 18	18,4 10	20 5	0	53
LINCOLN CO H S	CO	0528	258	7 20	22,881,05 14	20,2 10	22 9	0	53
PLAINS H S	1	0803	195	7 20	17,685,12 16	21,6 10	10 6	0	52
SUPERIOR H S	3	0579	161	5 20	16,168,49 16	32,0 10	5 4	0	50
BROWNING H S	9	0401	416	59 20	30,176,60 12	14,3 8	89 10	0	50
GRANITE H S	1	0416	113	5 20	20,603,22 16	15,2 8	6 6	0	50
CORVALLIS H S	1	0731	299	11 20	10,497,11 18	18,4 10	2 1	0	49
ANACONDA H S	10	0237	816	28 20	16,199,49 16	16,9 9	18 3	0	48
HARLEM H S	12	0031	136	5 20	41,685,14 12	12,6 7	12 9	0	48
GREAT FALLS H S	A	0099	4227	123 20	18,164,29 16	10,5 6	226 6	0	48
VICTOR H S	7	0738	102	9 20	16,388,65 16	18,4 10	1 1	0	47
RONAN H S	30	1200	365	7 14	13,239,03 18	11,5 6	32 9	0	47
MISSOULA H S	CO	0584	3648	120 20	26,655,18 14	10,6 6	199 6	0	46
HARDIN H S	1	1189	423	13 20	70,487,23 10	10,7 6	62 10	0	46
ST IGNATIUS H S	28	0481	164	13 20	9,710,67 18	11,5 6	3 2	0	46
POPLAR H S	9B	0776	194	10 20	106,558,65 10	10,2 6	46 10	0	46
PARK H S	1	0613	616	16 18	21,369,13 14	14,1 8	25 5	0	45
CHARLO H S	7J	1206	82	4 20	20,498,09 16	11,5 6	2 3	0	45
HAMILTON H S	3	0735	527	11 14	14,372,17 16	18,4 10	23 5	0	45
ARLEE H S	JT&8	0475	147	4 20	7,636,53 18	11,5 6	0 1	0	45
FRAZER H S	2B	0928	37	4 20	122,318,86 8	12,3 7	6 10	0	45
ALBERTON H S	2	0577	78	2 18	15,652,55 16	32,0 10	0 1	0	45
COLUMBIA FALLS H S	6	0313	749	21 20	32,814,59 12	14,3 8	32 5	0	45

DISTRICT NAME	NUMBER	LE	TOTAL ANB	CONCENTRATION OF LOW INCOME FAMILIES AFDC	POINTS	RELATIVE FINANCIAL ABILITY TO PAY TAX VAL PER ANB	POINTS	ECONOMICALLY DEPRESSED AREAS UNEMPL RATE	POINTS	DROP-OUTS TOTAL	POINTS	NEW PROGRAMS POINTS	TOTAL POINTS
BOX ELDER H S	G	0426	83	2	18	12,918.76	18	9.4	5	2	3	0	44
VALIER H S	18	0680	143	15	20	43,131.99	10	6.6	4	21	10	0	44
BUTTE H S	1	1212	2161	54	18	21,582.19	14	14.1	8	71	4	0	44
POWELL CO H S	CO	0713	385	10	18	29,869.84	12	10.8	6	27	8	0	44
WOLF POINT H S	45A	0781	292	9	20	48,844.40	10	10.2	6	18	7	0	43
HELENA H S	1	0488	2794	55	14	18,338.61	16	9.3	5	213	8	0	43
LIBBY H S	4	0522	804	13	12	25,934.93	14	20.2	10	56	7	0	43
SIMMS H S	F	0118	232	5	16	13,728.89	18	10.5	6	4	2	0	42
TROY H S	1	0520	200	4	14	29,163.65	12	20.2	10	11	6	0	42
TWIN BRIDGES H S	7	0540	77	4	20	45,285.66	10	2.6	2	8	10	0	42
POLSON H S	23	0478	429	14	20	33,386.11	12	11.5	6	14	4	0	42
ROUNDUP H S	55H	0606	243	10	20	100,859.14	10	13.0	7	9	4	0	41
FERGUS H S	1	0259	499	12	18	22,178.57	14	11.7	6	11	3	0	41
FLATHEAD H S	5	0311	2099	32	12	18,913.56	16	14.3	8	84	5	0	41
FROMBERG H S	6	0072	79	2	18	23,357.16	14	8.7	5	3	4	0	41
MANHATTAN H S	3	0348	141	6	20	29,930.72	12	8.6	5	4	3	0	40
BILLINGS H S	2	0966	5058	108	16	30,671.13	12	8.1	5	307	7	0	40
HAVRE H S	A	0428	843	35	20	36,960.92	12	9.4	5	24	3	0	40
WHT SULPHUR SPG H S	8	0570	132	4	20	43,776.24	10	16.8	9	1	1	0	40
SHELBY H S	14	0911	233	7	20	59,089.60	10	8.1	5	11	5	0	40
ABSAROKEE H S	52	0862	99	3	20	36,164.13	12	12.9	7	0	1	0	40
OPHEIM H S	9D	0935	69	2	20	69,048.45	10	12.3	7	1	2	0	39
NASHUA H S	13E	0937	85	2	16	27,314.72	14	12.3	7	1	2	0	39
MALTA H S	A	0659	250	8	20	42,571.88	10	12.9	7	4	2	0	39
BELGRADE H S	44	0369	330	6	14	22,163.24	14	8.6	5	17	6	0	39

Section 37

DISTRICT NAME	NUMBER	LE	TOTAL ANB	CONCENTRATION OF LOW INCOME FAMILIES AFDC	POINTS	RELATIVE FINANCIAL ABILITY TO PAY TAX VAL PER ANB	POINTS	ECONOMICALLY DEPRESSED AREAS UNEMPL RATE	POINTS	DROP-OUTS TOTAL	POINTS	NEW PROGRAMS POINTS	TOTAL POINTS
THOMPSON FALLS H S	2	0805	171	2	8	28,747,95	12	21,6	10	12	8	0	38
JEFFERSON H S	1	0457	229	5	16	32,199,57	12	12,7	7	6	3	0	38
DODSON H S	C	0648	45	4	20	48,396,24	10	12,9	7	0	1	0	38
HARLOWTON H S	16	0946	108	6	20	43,677,18	10	10,1	6	2	2	0	38
ST REGIS H S	1	0582	58	1	12	24,080,67	14	32,0	10	1	2	0	38
HIGHWOOD H S	4	0146	32	1	20	89,203,56	10	5,9	3	1	4	0	37
WHITEFISH H S	44	0335	519	6	8	22,507,70	14	14,3	8	35	7	0	37
WINNETT H S	1	0642	51	4	20	56,555,88	10	5,8	3	2	4	0	37
GEYSER H S	58	0473	42	2	20	55,187,69	10	11,3	6	0	1	0	37
DENTON H S	84	0282	42	2	20	90,070,50	10	11,7	6	0	1	0	37
DARBY H S	9	0740	222	3	10	14,878,05	16	18,4	10	2	1	0	37
SCOBEY H S	1	0194	117	3	18	37,925,27	12	4,5	3	3	3	0	36
DUTTON H S	28	0893	50	1	14	79,101,58	10	8,1	5	3	7	0	36
BLUE SKY HIGH	K	1220	72	2	20	74,098,29	10	9,4	5	0	1	0	36
FLORENCE-CARLTON HS	15-6	0743	192	0	2	11,302,52	18	18,4	10	10	6	0	36
LIMA H S	12	0009	52	1	14	26,250,48	14	9,0	5	1	2	0	35
BIGFORK H S	38	0331	299	3	8	24,748,59	14	14,3	8	13	5	0	35
PARK CITY H S	5	0847	106	1	8	13,788,07	18	12,9	7	2	2	0	35
CARTER CO H S	CO	0097	100	3	20	64,137,10	10	7,8	4	0	1	0	35
WHITEHALL H S	2	0454	277	4	10	15,075,20	16	12,7	7	5	2	0	35
BEAVERHEAD CO HS	CO	0006	441	9	14	31,700,56	12	9,0	5	11	3	0	34
LAUREL H S	7	0971	526	8	12	30,430,39	12	8,1	5	22	5	0	34
CHOTEAU H S	1	0884	183	4	16	51,165,22	10	8,1	5	4	3	0	34
BROADVIEW H S	21-J	0979	37	1	20	117,540,00	8	8,1	5	0	1	0	34
SHEPHERD H S	37	0986	235	3	10	16,839,58	16	8,1	5	5	3	0	34

DISTRICT NAME	NUMBER	LE	TOTAL ANB	CONCENTRATION OF LOW INCOME FAMILIES AFDC	POINTS	RELATIVE FINANCIAL ABILITY TO PAY TAX VAL PER ANB	POINTS	ECONOMICALLY DEPRESSED AREAS UNEMPL RATE	POINTS	DROP-OUTS TOTAL	POINTS	NEW PROGRAMS POINTS	TOTAL POINTS
TERRY H S	5	0726	122	2	12	51,046.52	10	10.8	6	6	5	0	33
HUNTLEY PROJ HS	24	0983	221	3	10	27,315.85	14	8.1	5	7	4	0	33
RICHEY H S	2	0228	50	1	14	93,017.86	10	10.6	6	1	3	0	33
POWER H S	30	0895	53	1	14	32,985.83	12	8.1	5	1	2	0	33
RYEGATE H S	1	0407	42	1	16	57,714.88	10	11.9	6	0	1	0	33
FAIRFIELD H S	21	0891	158	2	10	17,876.49	16	8.1	5	0	1	0	32
CHINOOK H S	10	0029	198	3	12	128,735.34	8	12.6	7	9	5	0	32
BROADWATER CO HS	CO	0055	220	2	8	30,854.20	12	12.7	7	8	4	0	31
BELT H S	0	0113	141	2	10	25,724.98	14	10.5	6	1	1	0	31
FORSYTH H S	4	0791	201	2	8	122,204.16	8	7.3	4	45	10	0	30
HOT SPRINGS H S	14-J	0815	93	0	2	19,452.44	16	21.6	10	1	2	0	30
WIBAUX H S	6	0964	112	2	12	258,625.36	6	17.2	9	3	3	0	30
JOLIET H S	7	0061	111	1	8	25,524.68	14	8.7	5	3	3	0	30
CONRAD H S	10	0675	300	6	14	46,435.72	10	6.8	4	5	2	0	30
FAIRVIEW H S	3	0751	181	3	12	203,049.16	6	11.5	6	8	5	0	29
DRUMMOND H S	2	0420	87	1	8	34,366.95	12	15.2	8	0	1	0	29
GARDINER H S	4	1191	87	0	2	17,543.78	16	14.1	8	2	3	0	29
SAVAGE H S	2	0748	51	0	2	66,179.31	10	11.5	6	5	10	0	28
PLENTY COUPS HS	3	1214	64	0	2	10,955.75	18	10.7	6	1	2	0	28
GLASGOW H S	1-A	0926	423	2	4	29,588.71	12	12.3	7	17	5	0	28
ROSEBUD H S	12	0795	66	1	12	43,177.38	10	7.3	4	1	2	0	28
CENTERVILLE H S	C	0105	91	0	2	16,330.31	16	10.5	6	3	4	0	28
FT BENTON H S	1	0134	182	3	12	60,570.58	10	5.9	3	3	2	0	27
CUSTER CO H S	1	0192	631	9	10	29,002.10	12	7.9	4	5	1	0	27
BUZEMAN H S	7	0351	1437	8	4	25,603.68	14	8.6	5	55	4	0	27

DISTRICT NAME	NUMBER	LE	TOTAL ANB	CONCENTRATION OF LOW INCOME FAMILIES AFDC	POINTS	RELATIVE FINANCIAL ABILITY TO PAY TAX VAL PER ANB	POINTS	ECONOMICALLY DEPRESSED AREAS UNEMPL RATE	POINTS	DROP-OUTS TOTAL	POINTS	NEW PROGRAMS POINTS	TOTAL POINTS
CASCADE H S	8	0102	144	1	6	30,518.44	12	10.5	6	4	3	0	27
HOBSON H S	25	0469	71	1	10	47,265.06	10	11.3	6	0	1	0	27
STANFORD H S	12	0464	87	1	8	44,621.47	10	11.3	6	1	2	0	26
RED LODGE H S	1	0057	140	1	6	38,348.58	12	8.7	5	4	3	0	26
DAWSON CO H S	CO	0207	684	3	4	37,124.14	12	10.6	6	16	3	0	25
CLYDE PARK H S	2	0627	48	0	2	28,861.83	12	14.1	8	1	3	0	25
HYSHAM H S	1	0923	73	1	10	60,296.62	10	6.9	4	0	1	0	25
NOXON H S	10	0812	104	0	2	83,991.20	10	21.6	10	3	3	0	25
LAVINA H S	2	0411	32	0	2	58,152.53	10	11.9	6	2	7	0	25
TURNER H S	43	0045	40	0	2	59,300.43	10	12.6	7	2	6	0	25
THREE FORKS H S	J-24	0361	131	1	6	44,064.29	10	8.6	5	3	3	0	24
COLUMBUS H S	6	0849	157	0	2	23,871.36	14	12.9	7	1	1	0	24
CUT BANK H S	15	0403	312	0	2	103,871.49	10	14.3	8	12	4	0	24
WILSALL H S	3	0631	45	0	2	39,156.93	12	14.1	8	0	1	0	23
FRENCHTOWN H S	40	0599	241	2	6	100,225.18	10	10.6	6	1	1	0	23
JUDITH GAP H S	21J	0949	23	0	2	52,883.70	10	10.1	6	1	5	0	23
CULBERTSON H S	17C	0778	86	0	2	82,710.83	10	10.2	6	4	5	0	23
POWDER RVR CO DIST HS	79J	0706	183	2	8	399,888.83	2	8.1	5	11	7	0	22
PLENTYWOOD H S	20	0828	204	1	4	85,082.85	10	6.9	4	7	4	0	22
HARRISON H S	23	0543	38	0	2	34,471.95	12	2.6	2	2	6	0	22
SHERIDAN H S	5	0538	101	0	2	26,923.60	14	2.6	2	4	4	0	22
BRADY H S	19	0682	15	0	2	239,980.73	6	6.8	4	2	10	0	22
CIRCLE H S	1	0548	187	0	2	61,583.30	10	13.1	7	4	3	0	22
SIDNEY H S	1	0746	538	0	2	181,752.81	8	11.5	6	29	6	0	22
AUGUSTA H S	45	0503	50	0	2	42,881.96	10	9.3	5	2	5	0	22

DISTRICT NAME	NUMBER	LE	TOTAL ANB	CONCENTRATION OF LOW INCOME FAMILIES AFDC	POINTS	RELATIVE FINANCIAL ABILITY TO PAY TAX VAL PER ANB	POINTS	ECONOMICALLY DEPRESSED AREAS UNEMPL RATE	POINTS	DROP-OUTS TOTAL	POINTS	NEW PROGRAMS POINTS	TOTAL POINTS
GRASS RANGE H S	27	0269	44	0	2	39,508.61	12	11.7	6	0	1	0	21
ROY H S	74	0280	37	0	2	30,268.19	12	11.7	6	0	1	0	21
SWEET GRASS CO HS	CO	0882	209	1	4	34,257.27	12	7.2	4	2	1	0	21
REED POINT H S	9-9	0851	17	0	2	58,541.94	10	12.9	7	0	1	0	20
SACO H S	8	0657	44	0	2	181,469.45	8	12.9	7	1	3	0	20
W YELLOWSTONE H S	69	0374	80	0	2	30,225.40	12	8.6	5	0	1	0	20
CUSTER H S	15	0975	40	0	2	57,723.50	10	8.1	5	1	3	0	20
RAPELJE H S	32	0859	34	0	2	109,975.65	10	12.9	7	0	1	0	20
COLSTRIP H S	19	0797	487	3	6	267,820.83	4	7.3	4	28	6	0	20
SUNBURST H S	2	0903	84	1	8	374,765.92	2	8.1	5	4	5	0	20
LODGE GRASS H S	2	1190	167	0	2	558,586.03	2	10.7	6	27	10	0	20
WILLOW CREEK HS	15	0355	25	0	2	29,442.04	12	8.6	5	0	1	0	20
ROBERTS H S	5	0069	38	0	2	30,938.79	12	8.7	5	0	1	0	20
LINCOLN HIGH SCHOOL	38	1221	39	0	2	34,356.90	12	9.3	5	0	1	0	20
MOORE H S	44	0274	50	0	2	49,568.82	10	11.7	6	0	1	0	19
WINIFRED H S	115	0291	48	0	2	42,356.10	10	11.7	6	0	1	0	19
BRIDGER H S	2	0059	108	0	2	42,588.68	10	8.7	5	2	2	0	19
FROID H S	65E	0787	33	0	2	89,743.97	10	10.2	6	0	1	0	19
PEERLESS H S	2	0196	27	0	2	59,621.26	10	4.5	3	1	4	0	19
CHESTER H S	33	0511	118	1	6	157,285.22	8	4.8	3	0	1	0	18
MELSTONE H S	64-H	0608	54	0	2	186,470.22	8	13.0	7	0	1	0	18
OUTLOOK H S	29	0831	33	0	2	144,660.61	8	6.9	4	1	4	0	18
LAMBERT H S	4	0769	52	0	2	124,083.65	8	11.5	6	1	2	0	18
HINSDALE H S	7C	0933	42	0	2	125,302.57	8	12.3	7	0	1	0	18
FLAXVILLE H S	3	0200	35	0	2	56,810.03	10	4.5	3	0	1	0	16

DISTRICT NAME	NUMBER	LE	TOTAL ANS	CONCENTRATION OF LOW INCOME FAMILIES AFDC	POINTS	RELATIVE FINANCIAL ABILITY TO PAY TAX VAL PER ANB	POINTS	ECONOMICALLY DEPRESSED AREAS UNEMPL RATE	POINTS	DROP-OUTS TOTAL	POINTS	NEW PROGRAMS POINTS	TOTAL POINTS
GERALDINE H S	3	0154	72	0	2	75,119,86	10	5,9	3	0	1	0	16
K-G HIGH SCHOOL	H	1209	34	0	2	119,936,53	8	9,4	5	0	1	0	16
BIG SANDY H S	2	0138	115	0	2	81,846,66	10	5,9	3	1	1	0	16
GARFIELD CO H S	CO	0378	98	0	2	66,551,87	10	3,9	2	1	2	0	16
ENNIS H S	52	0546	123	0	2	49,152,22	10	2,6	2	0	1	0	15
J-I HIGH SCHOOL	J	0508	36	0	2	157,403,33	8	4,8	3	0	1	0	14
BAKER H S	12	0244	238	2	6	364,613,11	2	4,9	3	7	3	0	14
WHITEWATER H S	0	0663	35	0	2	345,437,80	2	12,9	7	0	1	0	12
BAINVILLE H S	640	0785	36	0	2	607,168,06	2	10,2	6	0	1	0	11
MEDICINE LK H S	7	0822	76	0	2	565,794,95	2	6,9	4	1	2	0	10
BELFRY H S	3	0076	31	0	2	370,925,77	2	8,7	5	0	1	0	10
PLEVNA H S	55	0256	36	0	2	876,302,33	2	4,9	3	1	3	0	10
WESTBY H S	3	0819	56	0	2	485,304,11	2	6,9	4	0	1	0	9

Section 3-12

4. Composite Priority Funding OER's--OEP Priority Listing

a. The funding forumla for postsecondary and other eligible recipients has been defined on page 3.4. Applying the formula to the factors results in the composite scores and funding awards for the vocational-technical centers as follows:

Location	Composite Score		Pool		Award
Billings	.1420	X	1,178,657	=	167,369
Butte	.2216	X	1,178,657	=	261,190
Great Falls	.2102	X	1,178,657	=	247,754
Helena	.2386	X	1,178,657	=	281,228
Missoula	.1876	X	1,178,657	=	221,116
					1,178,657

b. The Montana legislature, in HB 447 of the 48th Legislative Session, determined that a pool of $1,178,657 should be established from Subpart 2, section 120 and appropriated through a funding formula to the vocational-technical center system. Presentation of the center funding sources is included in the Appendix.

c. The following priority ranking of postsecondary and other eligible recipients is provided for project application, review and funding purposes excluding statewide impact projects. The formula is replicated for clarification and precedes the priority ranking order list of OER's.

Formula elements
Relab = county mill levy x taxable value ÷ sum of +
RelCon LI = Pell grant recipients ÷ eligible total enrollment +
U = Unemployment rate in January +
Ser = Service or OER summated FTE ÷ sum of for the past year +
NP = New programs (planned costs) ÷ total vo ed budget.

Relab scale and points (must be doubled)
RelCon LI Scale and points (must be doubled)
U Scale and points
Ser Scale and points
NP Scale and points

Relab + RelCon LI + U + Ser + NP = Ranking priority, or in the case of vocational-technical centers, the percent of the pooled Subpart 2, Section 120 funds appropriated by the legislature.

Priority Ranking Composite Scores

1 Helena Vocational-Technical Center
2 Butte Vocational-Technical Center
3 Great Falls Vocational-Technical Center
4 Missoula Vocational-Technical Center
5 Billings Vocational-Technical Center
6* Miles Community College
7* Dawson Community College
8* Flathead Valley Community College

*Community colleges are not participating in Subpart 2 funding for postsecondary centers by legislative enactment.

E. Vocational Education Under Contract

Any local educational agency which is operating under an approved local vocational education plan and which receives support under P.L. 94-482, may contract with any private postsecondary institution to carry out specific student training objectives. Before the local educational agency may enter into such contracts, it must demonstrate that:

1. The private postsecondary institution can provide:
   a. substantially equivalent training at a lesser cost; or
   b. training is not available to students enrolled in the local public education agencies.

2. The proposed contract is in accord with state and local law.

3. The contract institution will meet the same standards as are required for the local education agency.

Any other agency, tribe or institution may submit a local plan for vocational education which may include a request for vocational education support under P.L. 94-482. All requirements for submission of a local plan as expressed in this state plan must be met. However, in addition, the other agency, tribe or institution must demonstrate that:

4. The institution can provide substantially equivalent training at a lesser cost, or that training is not available in other public institutions within a reasonable geographic distance, and

5. The contracted institutions will be conducted in compliance with state vocational education program standards, and constitute prudent use of funds.

6. Contracts may be approved annually by the Vocational Education Services staff of the Office of Public Instruction.

Policies and Administrative Procedures for Vocational Education

In January 1980, the Office of Public Instruction published a complete booklet of Guidelines for Vocational Education in Montana and made copies available to all interested parties. Also in 1980 a complete list of Policies and State Administrative Procedures for Vocational Education in Montana was completed and made public information. A continued effort will be made by the state to inform all interested parties of the availability of vocational education in Montana.

F. Summary

Section 3 of the Annual Plan has outlined the application process, flow and priority determination based upon a review and formula application process. State funding requirements for excess costs were outlined and the forumula with cost categories as presented for LEA's. Postsecondary vocational-technical centers and other eligible recipients formula and priority ranking was presented in addition to contracting stipulations to complete the section.

SECTION 4

POLICIES ON
PUBLIC DISCLOSURE
AND INFORMATION

Public Disclosure and Information

It is the intent of the Superintendent of Public Instruction in Montana that any agency, organization or individual desiring and having need for a copy of the State Plan, Annual Plan, Accountability Report, general federal policies, federal rules and regulations, and Policies and Procedures for Secondary or Postsecondary Vocational Education in Montana shall be given reasonable access to the same. To provide access to these items, the Superintendent of Public Instruction will distribute materials upon request and to the following for disclosure purposes:

- Montana Advisory Council for Vocational Education
- Local educational agencies
- Postsecondary vocational-technical centers
- Community colleges
- Four-year colleges and universities
- State agencies
  - Legislative Auditor
  - Governor's Office of Budget and Program Planning
  - Department of Labor
  - Legislative Fiscal Analyst
  - Department of Social Services
  - State Job Training Coordinating Council
- Commissioner of Higher Education
- Board of Public Education
- Indian representatives
- Montana Vocational Education Association
- Department of Commerce
- State Chamber of Commerce

To insure an opportunity for public input and understanding, the 1984 Annual Plan and 1982 Accountability report were presented to the general public through the use of the Montana Educational Telecommunications System allowing for expanded exposure at minimal cost.

SECTION 5

PROGRAMS FOR THE DISADVANTAGED AND HANDICAPPED

Programs for the Handicapped and Disadvantaged

A. Coordination with the State Plan for the Handicapped.

The Department of Special Services within the Office of Public Instruction is responsible for administering federal and state funding and activities which address special populations and services excluding vocational education disadvantaged and handicapped programs. Cooperation by and between the Departments of Special Services and Vocational Education Services is an ongoing process inclusive of written agreements to serve the handicapped and disadvantaged with other state agencies such as Social and Rehabilitation Services, the Department of Vocational Rehabilitation and the Department of Labor, Job Service Division.

1. Program description. It is the philosophy of the State Superintendent that disadvantaged and handicapped students should have ready access to any vocational education programs which are realistic in the light of actual or anticipated opportunities for gainful employment and which are suitable to the student's needs, interests and abilities. This philosophical stance is implemented through the application process which requires coordination efforts by and between public schools, private nonprofit agencies and state institutions. Such proposals and consequent programs are financially supported on a match basis with the exception of Section 140 special needs which are supported at the 100 percent level to LEA/OER's which reflect high dropout rates.

2. Definition of Handicapped and Disadvantaged. The Office of Public Instruction, Department of Vocational Education Services, assents to the definitions of the federal regulations 104.804 which includes students as follows: handicapped--a person who is mentally retarded, hard of hearing, deaf, speech impaired, visually handicapped, seriously emotionally disturbed, orthopedically impaired, or other health impaired persons, including persons who are suffering from learning disabilities to the extent that they cannot succeed in a regular vocational program and/or a modified vocational program; disadvantaged--a person who has or exhibits a disadvantagement in reading and writing skills, mathematical skills, performs below grade level, economic status at or below the national poverty level, unemployed, displaced, a recipient of public assistance or a person who is institutionalized or under state guardianship.

Serving the disadvantaged and handicapped in a coordinated and cooperative effort within regular vocational programs and in special needs has been a priority for the state. The Montana Office of Public Instruction, Department of Vocational Education Services personnel, through evaluation, seminars, conferences, workshops and program/curriculum development and placement, will continue to encourage all vocational educators to meet the special needs of the populace through justifiable means consistent with state and federal regulations.

SECTION 6

MONTANA EMPLOYMENT
AND
TRAINING OPPORTUNITIES

Assessment of Montana Employment and Training Opportunities

The Office of Public Instruction, Department of Vocational Education Services, in conjunction with the State Occupational Information Coordinating Committee and the Department of Labor, Research and Analysis Division, has determined tabular data of current employment and projected supply and demand information for the interim of 1980-1990. These projections and supply estimates have been used in determining the 1983-84 employment opportunities within Montana and to address the goals for vocational education programs and Job Training Partnership efforts in concert with the Department of Labor.

An analysis of the data indicates the following employment opportunities for program year 1983-84.

A. Statewide. Montana data identifies a 1980 population of 786,690 persons of which 384,000 are counted within the labor force. The February 1983 preliminary unemployment was listed as 40,707 or 10.6 percent of the labor force.[1] During the period of the 1984 Annual Plan for Vocational Education, it is anticipated that the average annual position openings, inclusive of growth and replacements, will reach 16,159. Cluster information is identified as follows:

1. Agriculture. Agricultural employment data currently reflects a reversal in previous data by illustrating a small increase in farm/ranch proprietors and wage earning employees for the years 1980 and 1981. Of the state total employment, agriculture is reported by the Department of Economic Development to represent 34,875 positions or 9.1 percent of the work force. Replacement and growth positions are anticipated to be 900 in 1983-84 due in large part to annual turnover.

2. Business and Office. Of the state total current employment, 62,750 persons are employed within this cluster of occupations. The cluster represents 16.3 percent of the total work force. During the 1983-84 planning period, replacement and growth projections identify a need for 1,743 positions.

3. Allied Health. Of the state total current employment, 32,138 workers or 8.4 percent of the total work force are engaged in health occupations. The cluster of allied health occupations appears to be a growth area with a projected new and replacement need for 576 positions in 1983-84.

4. Marketing and Distribution. Of the state total current employment, 77,009 workers or 20.0 percent of the total work force are engaged in marketing and distribution occupations. The projected new and replacement need for 1983-84 is for 1,485 positions.

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[1] Source: Department of Labor, "Montana Statistics in Brief."

5. Vocational Home Economics. Of the state total current employment, 66,430 workers or 17.3 percent of the total work force are engaged in home economics cluster occupations. The projected new and replacement need for 1983-84 is for 2,466 positions.

6. Technical/Technology. Of the state total current employment, 11,980 workers or 3.1 percent of the total work force are employed in this cluster. During the 1983-84 planning periods, replacement and growth needs are anticipated to reach 95 positions in this cluster.

7. Trade and Industrial. Of the state total current employment, 68,197 workers or 17.7 percent of the total work force are employed in this cluster. During the 1983-84 planning period, replacement and growth needs are anticipated to reach 745 positions in this cluster.

8. Other professional employment accounts for the remaining labor force estimated at 30,651 workers.

A demand report for the 1980-1990 interim is included in the Appendix.

TABLE 3
Vocational Technical Program
Employment Opportunities Summary

CIP Code	Instructional Program	Current Employment	Vocational-Technical Education-New and Replacement-Occup. Needs--1983-84
01., 03.	Agriculture	34,875	111
07.	Business & Office	62,750	1,743
17.	Allied Health	32,138	576
06., 08.	Marketing/Distribution	77,009	1,485
20.	Vocational Home Economics	66,430	2,466
15.	Technical/Technology	11,980	95
04., 46., 47. 48., 49.	Trades and Industry	68,197	745
Annual Vocational-Technical Education Training Demand--			7,221

B. There are limitations to the existing State Occupational Information Coordinating Committee and the Department of Labor, Division of Research and Analysis data that must be considered in the interpretation of Tables 3, 4 and 5. Foremost is the lack of a functional crosswalk from the industry/occupation matrix code to the classification of instructional program codes. Second, the base data used for the demand report issued by the Department of Labor and Industry varies in age from one to three years and there remains a question of accuracy since occupational openings of ten or less for matrix codes were eliminated from the report, which has a direct relation to the use of cluster CIP codes for training programs.

Of significance for Montana is the absence of specific agricultural occupation projections from the labor demand reports. This lack of agricultural data necessitated securing information from the Montana State University Department of Agricultural and Industrial Arts Education, 1980 Census Data Reports, and the State Bureau of Economic Analysis. Agricultural employment in Montana reflects a growth of farm/ranch proprietors and wage earners from 34,657 in 1980 to 34,875 in 1981.

C. Secondary-Postsecondary, State Total Employment and Demand. Table 4 illustrates the current level employment, projected employment demand data correlated in aggregate to secondary and postsecondary vocational-technical program planned for 1983-84. Due to the clustering of programs, there appears to be a void of need for some specific CIP codes. This is caused by a current lack of occupational classification crosswalk and should not be determined to be program offerings planned for which there is no demand in employment. The occupation data does not include self-employed persons or the cottage industry efforts within Montana. These limitations, when taken in sum total, portray a less than accurate perspective of total employment in the state.

TABLE 4
CIP Code Occupational Specific Opportunities in Montana
Secondary and Vocational-Technical Center Programs

CIP Code	Instructional Programs Available	Level	Current Employment	Vo-Tech Education New & Replacement Needs--1983-84
01., 03	Agriculture (state total)		34,875	111
01.0201	Agricultural Mechanics, General	PS/S	62	20
01.0204	Agricultural Power Machinery	PS	See 47.0605 47.0302	20
04.0301	Agricultural Prod. General	S	948	58
03.0401	Forestry Prod. and Processing, General	PS/S	1,075	13
07.	Business and Office (state total)		62,750	1,743
07.0101	Accounting, Bookkeeping	PS	5,963	560
07.0301	Business Data Proc.	PS	782	30
07.0303	Business Data Entry	PS	517	28
07.0305	Business Data Programming	PS	469	25
07.0601	Secretarial & Related General	PS/S	1,085	see 07.0606
07.0604	Legal Secretary	PS	see 07.0606	see 07.0606
07.0605	Medical Secretary	PS	see 07.0606	see 07.0606
07.0606	Secretarial	PS	6,135	406
07.0607	Stenographic	PS	750	49
07.0608	Word Processing	PS	782	81
07.0701	Typing, Gen. Office Related	S	6,669	see 07.0702
07.0702	Clerk Typist	PS	3,682	408
07.0707	Receptionist	PS	2,105	156
17.	Allied Health (state total)		32,138	576
17.0101	Dental Assisting	PS	514	37
17.0210	Respiratory Therapy	PS	160	11
17.0211	Surgical Technology	PS	106	7
17.0602	Nursing Assistant	PS	4,898	389
17.0605	Practical Nursing	PS	1,558	132
06., 08.	Marketing and Distribution (state total)		77,009	1,485
06.1401	Mid-management	PS	5,862	352
08.0102	Fashion Merchandising	PS	see 08.0705	--
08.0705	Retailing	PS	17,949	1,133
20.	Vocational Home Ec (state total)		66,430	2,466
20.0101	Comprehensive Consumer & Homemaking Home Ec	S	1,404	1,613
20.0201	Child Care & Guidance	S	1,544	83
20.0301	Clothing, Apparel & Textiles	S	172	11

TABLE 4
(continued)

CIP Code	Instructional Programs Available	Level	Current Employment	Vo-Tech Education New & Replacement Needs--1983-1984
20.0401	Food Prod., Management & Services	PS/S	5,166	13
20.0403	Chef/Cook	PS	14,795	746
20.0406	Food Services	PS	9,629	
20.999	Voc. Home Ec, Other	S	7,784	
15.	Technical (state total)		11,980	95
15.0201	Civil Technology	PS	113	10
15.0203	Surveying & Mapping	PS	1,005	57
15.0303	Electronic Tech	PS	1,019	28
09., 46.,	46.,			
48., 49.	Trade/Industrial (state total)		68,197	745
09.0601	Radio TV Broadcasting	S	284	7
46.0201	Carpentry	PS/S	2,857	190
47.0101	Electrical & Electronic Repair	S	161	5
47.0201	Heating, Air Cond. & Refrig.	PS	192	13
47.0302	Heavy Equipment Maint.	PS	1,261	--
47.0408	Watch Repair	PS	221	10
47.0602	Aircraft Mechanics	PS	176	4
47.0603	Auto Body Repair	PS/S	468	14
47.0604	Auto Mechanics	PS/S	3,657	154
47.0605	Diesel Engine Mech	PS	1,482	73
47.0606	Small Engine Repair	PS/S	55	3
47.0699	Vehicle & Mobile Equip. Mech. & Repair Other	PS	N/A	--
48.0101	Drafting, General	PS/S	638	50
48.0201	Graphic & Printing Communic., General	S	653	23
48.0503	Welding	PS/S	937	16
49.0202	Machine Tool Oper.	PS/S	701	18
48.0508	Heavy Equipment Oper.	PS	3,249	172
Other	Professional Occup.			9,938

PS = postsecondary
S = secondary

D. Community College Participation. Table 5 illustrates the postsecondary efforts in vocational and technical programming at Dawson, Flathead Valley, Miles Community Colleges and Northern Montana College. Although not under the governance of the State Superintendent of Public Instruction as the sole agent for vocational education, these public institutions must be considered as a portion of the public vocational education delivery system in Montana for planning purposes.

In order for any of the community colleges to receive federal program funding in 1983-84, the institutions must meet all requisites of the federal regulations including but not limited to:

1. Development of a five year plan,
2. Offerings are to be less than baccalaureate level,
3. Programs must:
   a. be developed to meet employment needs
   b. be represented by advisory committees consistent with the Policies and Procedures for Postsecondary Vocational-Technical Centers
   c. address all assurances required, and
   d. address handicapped, disadvantaged, displaced homemakers, sex equity or exemplary program parameters.

The institutions may participate in Job Training and Partnership Act programs based upon the Private Industry Council Plan for the balance of state service delivery and utilize appropriate VEA funds as requested through proposals for matching purposes. Refer also to Section 10, Coordination between JTPA and Vocational Education for a proposed plan which illustrates federally funded activities of a specific type.

Community Colleges--Formula Application

Location	Relab	+	Relcon	+	U	+	S	+	NP	=	Total Points
Miles	24	+	12	+	5	+	5	+	0	=	44
Dawson	20	+	12	+	5	+	4	+	0	=	41
Flathead Valley	8	+	12	+	5	+	5	+	5	=	35

Rank order for these community colleges is:

1. Miles Community College
2. Dawson Community College
3. Flathead Valley Community College

E. Community Colleges--State Total Employment and Demand

TABLE 5
CIP Code Occupational Specific Opportunities in Montana
Community Colleges and Northern Montana College

CIP Code	Instructional Programs	Location	Current Employ.	Vo-Tech Education New & Replacement Needs--1983-1984
01.	Agriculture		34,875	
01.0100	Agriculture Business	D, NMC		
01.0201	Agricultural Mech.	D, NMC	62	
01.0104	Farm and Ranch	M, NMC		
01.0502	Agric. Supplies & Service	NMC		
03.0402	Forestry	F	1,075	13
02.0208	Livestock Techn.	D		
07.	Business & Office		62,750	
07.0603	Business Admin.	D	5,862	352
07.0302	Business Data Proc.	M	782	30
07.0702	Clerk Typist	D, M	3,682	408
07.0301	Computer Tech. (systems analyst)	NMC	227	7
07.0601	Secretarial, General	D, F, M, NMC	1,085	see 07.
07.0604	Legal Secretary	D, M	see 07.0606	
07.0605	Medical Secretary	D, M	see 07.0606	
07.099	Vet Office Assist.	D	see 07.0603, 07.0707	
17.	Allied Health		32,138	
17.0699	Assoc. Degree Nurse & Prof. Nurse	M, NMC	4,232	339
17.0401	Human Services	F	1,349	84
06.	Marketing & Distr.		77,990	
06.1401	Business Management	D, F	5,862	351
15.	Technical			
15.0203	Land Surveying Tech.	D, F	1,005	57
15.0800	Mechanical Tech.	NMC	2,289	50
15.0903	Petroleum Tech.	D		
15.0303	Electronics Tech.	M, NMC	1,019	28
43., 46., 47.	Trade/Industrial			
43.0107	Law Enforcement	D	1,928	89
46.0201	Construction Tech	NMC	2,857	190
47.0604	Automotive Tech.	M, NMC	2,657	154
47.0605	Diesel Tech.	NMC	1,482	73
48.0503	Metals Tech.	NMC	701	18

D = Dawson Community College
F = Flathead Valley Community College
NMC = Northern Montana College
M = Miles Community College

F. Indian Community Colleges, Government and Private Sector Efforts. Indian community colleges, government and private sector training institutions, agencies and schools round out the delivery mechanisms in vocational and technical education in Montana. Administrative legal authority is not vested in the State Superintendent in relation to these additional training programs; however, it is appropriate to include available data for planning considerations.[2]

It is conceivable that one or several of these additional delivery systems will be involved in the efforts of the Job Training Partnership Act through project and/or contract procedures. Final determination of involvement will appear in the Governor's State Plan for JTPA which will be issued in August 1983.

Indian community college program offerings in vocational and technical education are illustrated in Table 6. Data from Tables 4 and 5 specifying position openings is replicated in similar program offerings in addition to occupational projects not reflected in Tables 4 and 5.

[2]Private colleges and private sector schools are listed in the Appendix.

TABLE 6
CIP Code Occupational Specific Opportunities in Montana
Indian Community Colleges

CIP Code	Instructional Program	Location	Current Employ.	Vo-Tech Education New & Replacement Needs-1983-1984
01.	Agriculture (state total)		34,875	
02.0208	Livestock	LBH	N/A	N/A
03.0402	Forestry Tech.			13
	Production, General	DK, SK	1,075	58
06.	Marketing, Management, Distribution (state total)		77,009	
06.0401	Business Management	DK, FP, SK	5,862	352
07.	Business & Office		62,750	
07.0301	Business DP	FP, SK	782	30
07.0601	Secretary, General	B,DK,FP,LBH,SK	6,135	406
15.	Technical/Technology		11,980	
15.0303	Electronics Tech.	FP	1,019	28
17.	Allied Health		32,138	
17.0401	Social Services, Human	B, FP	1,349	84
20.	Home Economics			
20.0205	Educational Aide	SK	2,994	81
43., 46., 47., 48.	Trade/Industrial		68,197	
48.0303	Upholstery	FP		
46.0107	Law Enforcement	SK	1,928	89
46.0201	Construction Indus.	DK, SK	2,857	190
47.0603	Auto Body	FP	468	14
47.0699	Auto Diesel Mech.	FP	3,657	154
48.0508	Welding	DK, LBH	937	32

B = Blackfeet Community College
DK = Dull Knife Community College
FP = Fort Peck Community College
LBH = Little Big Horn Community College
SK = Salish/Kootenai Community College

G. Summary. Section 6 of the 1984 State Plan for Vocational Education has attempted to illustrate the occupational needs for the state in relation to vocational-technical education programs offered at the secondary and postsecondary levels. Annual position openings for current level program offerings total 7,221. The next section of this plan will identify the goals to meet employment needs through existing delivery mechanisms in addition to new programs suggested for consideration and development to meet occupational needs identified by the State Planning Council.

SECTION 7

GOALS TO MEET
EMPLOYMENT NEEDS

A. Goals to Meet Employment Needs

The Department of Vocational Education Services in consultation with the local service providers, the State Advisory Council and State Planning Council has projected instructional programs and enrollments for the Five-Year Plan for Vocational Education in Montana based upon data that was available in 1982. The advent of an employment needs projection based on Montana employer surveys for the interim of 1979-1982 has recently provided better data for planning purposes than was afforded by the use of census data. The relationship of "Montana 1980-1990 Employment Projections"[3] to the data provided in the Five-Year Plan retains a high correlation between programs offered and employment needs. As with any dynamic enterprise, however, there remains a need to fine tune projected activities in order to be responsive in the delivery of educational services to expand employment and economic developments.

With the foregoing in mind and the data presented in Section 6, tables that follow reflect supply projections by classification of instructional code to correlated and summated employment needs of a six-digit nature for CIP. Enrollment projections will reflect senior levels for secondary schools within classification of instructional codes. Postsecondary enrollments will reflect total enrollments for the 1984 planning year.

The tabular column delineating completions for secondary school graduates found in Table 8 has been adjusted to reflect the historic relationship of secondary graduates who enter employment following graduation.[4] Post-secondary completions will reflect anticipated supplies for occupations identified based on historic completion data.

The narrowing of scope in reporting enrollments at the secondary level affords a more realistic relationship of training supply to occupational demand in Montana.

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[3]Complete Occupational Supply/Demand Report is found in the Appendix.

[4]Thirty percent of Montana graduating seniors matriculate to employment.

TABLE 7
ENROLLMENT PROJECTIONS, 1984

Instructional Program	LEA	Postsecondary Vo-Tech Centers	Public Comm. Colleges	Indian Comm. Colleges	Other NMC	TOTAL
01.0100 Agri Business			37		15	52
01.0104 Farm & Ranch			15			15
01.0201 Agri Mechanics	40	20	10		5	75
01.0204 Ag Power Mach		48				48
01.0301 Ag Production	396					396
01.0502 Ag Sales & Serv					13	13
02.0208 Livestock Tech			15	15		30
03.0401 Forestry, Gen.	13	31	15	15		74
TOTALS	449	99	92	30	33	703
07.0101 Acct/Bookkeeping		262				262
07.0301 Business DP		115	10			125
07.0303 Bus. Data Entry		128				128
07.0305 Bus. Data Prog.		63		60		123
07.0601 Secretarial, Gen.	1,100		113			1,213
07.0603 Bus. Admin.			8	23		31
07.0604 Legal Secr.		49	15			64
07.0605 Medical Secr.		42	10			52
07.0606 Secretarial		119		110	25	254
07.0607 Steno		68				68
07.0608 Word Proc.		52				52
07.0701 Typing, Gen.	380					380
07.0702 Clerk Typist		149	60	30		239
07.0707 Receptionist		20				20
07.0699 Vet. Off. Assist.			9			9
TOTALS	1,480	1,067	215	223	25	3,010
17.0101 Dental Assist.		19				19
17.0210 Resp. Therapy		42				42
17.0211 Surgical Tech		21				21
17.0401 Human Services			15			15
17.0602 Nursing Attend.		80				80
17.0605 Practical Nurse		238				238
17.0699 Assoc. Degree Nurse			60		194	254
TOTALS		400	75		194	669

TABLE 7 (continued)

Instructional Program	LEA	Postsecondary Vo-Tech Centers	Public Comm. Colleges	Indian Comm. Colleges	Other NMC	TOTAL
06.1401 Midmanagement		104	40			144
08.0102 Fashion Merch.		16				16
08.0705 Retailing	513	30				543
TOTALS	513	150	40			703
20.0101 Compreh. Home Ec.				35		35
20.0201 Child Care/Guid	80					80
20.0301 Clothing, Apparel	20					20
20.0401 Food Prod, Mgmt, Ser	150	15				165
20.0403 Chef/Cook		29				29
20.0406 Food Service		35				35
20.9999 Voc. Home Ec. Other	12					12
TOTALS	262	79		35		376
15.0201 Civil Tech		13				13
15.0203 Survey & Map		13	25			38
15.0303 Electronic Tech		229	18		27	274
15.0800 Mechanical Tech					7	7
15.0903 Petroleum Tech			7			7
TOTALS		255	50		34	339
09.0601 Radio/TV Broadcast	30					30
43.0107 Law Enforcement			13			13
46.0201 Carpentry, Bld Tds	120	36		35	7	198
46.0101 Electronics Repair	96					96
47.0201 Heat/Air Cond/Refr.		34				34
47.0302 Heavy Equipm Maint.		22				22
47.0408 Watch Repair		6				6
47.0602 Aircraft Mech		56				56
47.0603 Auto Body Rep	15	62				77
47.0604 Auto Mech	375	146	20	20	37	598
47.0605 Diesel Eng Mech		40			45	85
47.0606 Small Eng Rep	52	38				90
47.0699 Other Mech & Rep		57				57
48.0101 Drafting, Gen.	170	43				213
48.0201 Graphics & Commun.	55					55
48.0303 Upholstery				10		10
48.0503 Mach Tool Oper	75	52				127
48.0508 Welding	130	171		15		316
49.0202 Heavy Equip Oper		23				23
TOTALS	1,118	786	33	80	89	2,106
GRAND TOTALS	3,822	2,776	535	368	375	7,376

TABLE 8
COMPLETION, PROJECTIONS, 1984 (Available for Work)

Instructional Programs	Total 84 Need	LEA	Postsecondary Vo-Tech Centers	Public Comm. Colleges	Indian Comm. Colleges	Other NMC	TOTAL
01.0101 Agri Business	N/A			6		7	13
01.0104 Farm & Ranch	N/A			7			7
01.0201 Ag Mech	20	12	6			1	22
01.0204 Ag Power Mech	20		14				14
01.0301 Ag Production	58	115					115
01.0502 Ag Sales & Service	N/A					5	5
02.0208 Livestock Tech	N/A			2	10		12
03.0401 Forestry Tech	13	5	18	3	6		32
TOTALS	111	133	38	21	16	13	221
07.0101 Acct/Bookkeeping	560		118				118
07.0301 Business DP	30		19	2			21
07.0303 Bus Data Entry	28		37				37
07.0305 Bus Data Prog	25		48		12		60
07.0601 Secretary, Gen.	See 07.0606	319		40			359
07.0603 Bus Admin	" "			3	3		6
07.0604 Legal Secr	" "		23	5			28
07.0605 Medical Secr	" "		32	4			36
07.0606 Secretarial	406		115		17		132
07.0607 Steno	49		38				38
07.0608 Word Proc	81		18				18
07.0701 Typist, Gen.	see 07.0702	110					110
07.0702 Clerk Typist	408		115	30	20		165
07.0707 Receptionist	156		15				15
07.0699 Vet. Off. Reg	N/A			2			2
TOTALS	1,743	429	578	86	52		1,145
17.0101 Dental Assist	37		10				10
17.0210 Resp Therapy	11		20				20
17.0211 Surgical Tech	7		15				15
17.0401 Human Services	N/A			6			6
17.0602 Nursing Att	389		53				53
17.0605 Practical Nurse	132		136				136
17.0699 Assoc Degree Nurse	432			20		28	48
TOTALS	1,008		234	26		28	288
06.1401 Midmanagement	352		14	12			26
08.0102 Fashion Merch			7				7
08.0705 Retailing	1,133	149	25				174
TOTALS	1,485	149	46	12			207

TABLE 8 (continued)

Instructional Program	Total 84 Need	LEA	Postsecondary Vo-Tech Centers	Public Comm. Colleges	Indian Comm. Colleges	Other NMC	TOTAL
20.0101 Compre Home Ec	1,613						
20.0201 Child Care/Guid	83	23			4		27
20.0301 Clothing/Apparel	11	6					6
20.0401 Food Prod/Mgt/Ser	13	44	7				51
20.0403 Chef/Cook	746		22				22
20.0406 Food Service	N/A		29				29
20.0999 Voc Home Ec other	N/A	4					4
TOTALS	2,466	77	58		4		139
15.0201 Civil Tech	10		10	5			15
15.0203 Survey & Map	57		5				5
15.0303 Elect Tech	28		77	7			84
15.0800 Mech Tech	N/A						
15.0903 Petrol Tech	N/A			1			1
TOTALS	95		92	13			105
09.0601 Radio/TV Brdcst	7	9					9
43.0107 Law Enforcement				3			3
46.0201 Carpen Const.	190	35	23		8		66
47.0101 Electr Repair	5	28					28
47.0201 Heat/Air Cond/Ref	13		24				24
47.0302 Heavy Eqp Maint	N/A		17				17
47.0408 Watch Repair	10		3				3
47.0602 Aircraft Mech	4		30				30
47.0603 Auto Body Rep	14	5	22				27
47.0604 Auto Mech	154	109	117	7	5		238
47.0605 Diesel Eng Mech	73		28				28
47.0606 Small Eng Rep	3	15	28				43
47.0699 Other Mech/Rep	N/A		35				35
48.0101 Drafting, Gen	50	49	21				70
48.0201 Graph/Commun	23	16					16
48.0303 Upholstery					1		1
48.0503 Mach Tool Oper	18	22	47				69
48.0508 Welding	32	38	136		10		184
49.0202 Hvy Equip Oper	172		18				18
TOTALS	745	326	549	10	24		909
GRAND TOTALS	8,185	1,114	1,556	168	96	41	2,975

D. Unmet Programmatic Needs

An analysis of the 1980-1990 demand data substantiates the need for programmatic growth for service provider consideration. Table 9 summarizes potential instructional offerings for planning purposes with respect to coordination efforts under the Job Training Partnership Act and future research/curriculum development projects. The table is provided to focus attention of planners, researchers and program providers and reflects the trend areas of employment identified by the 1984 Planning Council.

Suggested program offerings by LEA, postsecondary (vocational-technical centers), community colleges, college and/or other reflects a judgment of Planning Council members, the State Advisory Council for Vocational Education and Department of Vocational Education staff members.

TABLE 9
GROWTH AND PLANNING OCCUPATIONAL DEMAND DATA
FOR USE IN JOB TRAINING PARTNERSHIP ACT
PROGRAMMING AND FUTURE PROGRAMMING CONSIDERATIONS

CIP CODE	INSTRUCTIONAL PROGRAM TITLE	CURRENT EMPLOY.	1980-1990 ANNUAL DEMAND	SUGGESTED SERVICE DELIVERY PROGRAM SECONDARY	POSTSEC.	COMM. COLL.	NMC	OTHER
17.0102	Dental Hygienists	240	12		X			
17.0300	Medical Lab Tech	411	26		X	X	X	
17.0503	Medical Assistants	199	14		X	X		
17.0820	Speech & Hearing Clin	214	11		X			
17.0209	X-Ray Technician	275	18					X
17.06	Nurse, Professional ADN	4,232	339		X	X	X	X Univers.
06.1704	Appraiser, Real Est	294	15		X			
06.0707	Wholesalers	689	48		X			
06.1801	Managers	15,822	1,055		X	X		
08.0704	Purchasing Agents	481	27		X			
06.1801	Managers, Store	3,851	242		X	X		
08.0901	Group Recreation Wkrs	533	41		X			
07.0205	Tellers	1,506	93	X	X	X		
N/A	Dispatch(police/fire/amb)	521	56		X			
07.0203	Insurance Clerks, Med.	317	23		X			
07.0502	Teacher Aide/Ed. Assist	2,994	170		X	X	X	
06.1601	Personnel, Labor Rel	767	29			X	X	
43.0109	Guards & Doorkeepers	1,337	166		X	X		
46.0303	Telephone(Inst/Ser/Rpr)	1,703	37		X			
06.2000	Supervisor, Nonworking	2,820	143		X	X	X	
47.0301	Maint Repair & Mech	2,678	122				X	
47.0699	Fuel Pump Attend/Lubr	923	40	X				
20.0604	Janitor, Porter & Clnr	9,228	677	X	X			
49.0205	Delivery & Rte Workers	2,441	93		X			
49.0205	Truck Drivers	3,835	295					X
20.0102	Child Care Workers	700	76	X	X			
07.2900	Waiter/Waitress	7,285	484	X	X			
20.0499	Kitchen Helpers	3,906	257	X				
TOTALS			4,609	6	23	10	6	2

E. Occupational Clusters

In order to provide a better understanding of occupational clustering, Table 10 identifies the related occupations for CIP code programs currently offered by service providers as noted in Table 7.

TABLE 10
CLUSTERING OF CIP CODE OCCUPATIONAL PROGRAMS

CIP CODE	PROGRAM TITLE	DESCRIPTION	CLUSTER OCCUP RELATED CODE
01.0101	Agricultural Business & Management, General	An instructional program that generally prepares persons to apply the economics and business principles involved in the organization, operation and management of farm and agricultural businesses	
01.0104	Farm & Ranch Management	An instructional program that prepares persons to manage a farm or ranch. Includes instruction in farm enterprise analysis, accounting, taxes, production, financing, capital resources, purchasing, government programs, farm inputs, performance records, contracts, estate planning and marketing	02.0404 01.0304 01.0302 01.0303 01.0305
01.0201	Agricultural Mechanics, General	An instructional program that prepares persons in a general way to select, operate, maintain, service, sell and use agricultural power units, machinery, equipment, structures and utilities	
01.0204	Agricultural Power Machinery	An instructional program that prepares persons to select, service, maintain and repair a variety of agricultural power units and agriculture machinery and equipment. Includes instruction in gas, diesel and electric units; welding, refrigeration, and hydraulics and other power systems.	06.1401 01.0304 47.0605
01.0301	Agricultural Production	See 01.0101 and 01.0104	
01.0502	Agricultural Sales & Service	An instructional program that prepares persons to provide custom work, equipment operation management, finance, sales marketing, animal breeding, horseshoeing, small animal services, transportation and selection of equipment	01.0500 01.0501
02.0208	Livestock	An instructional program that describes the theories, principles and applications of appropriate technical skills that apply to the production and management of livestock and livestock products.	08.0706 01.0104

TABLE 10 (continued)

CIP CODE	PROGRAM TITLE	DESCRIPTION	CLUSTER OCCUP RELATED CODE
03.0401	Forestry Production & Processing, General	An instructional program that prepares persons in a general way to produce, protect and manage timber and specialty forest crops; maintain, select, grade and market forest raw materials for converting into a variety of consumer goods, and to utilize the forest for multiple purposes such as game preserves and recreation	01.0503 01.0606 03.0402 08.0704 03.0202 03.0404 15.0203
06.1401	Marketing Management	An instructional program that describes applying marketing skills in a management position in any industry, generally at a mid-management level or in a management training program, or to advance to more specialized marketing training	08.0403 08.0702 06.0701 08.0707 06.0705 08.0705 06.0704 06.0703
08.0102	Fashion Merchandising	An instructional program that prepares individuals to engage in the marketing of apparel and accessories with particular emphasis given to fashion selling and buying, fashion cycles, fashion coordination, and specialized consulting services.	06.1401 08.0401 08.0706
08.0705	Retailing	An instructional program that prepares individuals to apply marketing skills in retail establishments or to advance to more specialized training in marketing.	08.0704 06.1401 08.0705 08.0904 08.0706
06.1801	Small Business Management	An instruction program that describes the management functions, policies, and procedures that are characteristic of small business concerns.	

TABLE 10 (continued)

CIP CODE	PROGRAM TITLE	DESCRIPTION	CLUSTER OCCUP RELATED CODE
08.0704	Purchasing	An instructional program that prepares individuals to undertake responsibility for purchasing machinery, raw materials, and products components for manufacturing firms: office supplies, furniture, and business machines for a place of business; or the supplies and equipment needed to conduct a retail or service business.	
08.0901	Hospitality and Recreation Marketing, General	An instructional program that generally prepares individuals to perform marketing and management functions and tasks in any business enterprise primarily engaged in staisfying the desires of people to make productive or enjoyable use of leisure time. The hospitality industry includes lodging services and related convention services, and food and beverage services. Recreation includes products and services related to entertainment, sports, hobbies and cultural activities.	
06.1704	Appraiser, Real Estate	An instructional program that describes the techniques of general appraisal of the real estate market, including factors that affect the value of land, construction costs per square foot and cubic foot, factors in residential and commercial appraisals, and the translation of rental income into present value.	
08.0707	Wholesaling	An instructional program that prepares individuals to apply marketing skills in wholesale establishments or to advance to more specialized training in marketing.	08.0704 06.1401 08.0705 08.0706
06.1601	Personnel Management	An instructional program that describes the methods, principles, procedures, and understandings necessary to manage and administer programs that are directed to the welfare and working conditions of employees in a business or other organization.	

TABLE 10 (continued)

CIP CODE	PROGRAM TITLE	DESCRIPTION	CLUSTER OCCUP RELATED CODE
06.0401	Business Administration and Management, General	An instructional program that generally describes the planning, organizing and controlling of a business, including organizational and human aspects, with emphasis on various theories of management, the knowledge and understanding necessary for managing people and functions, and decision making.	
20.0101	Consumer and Homemaking Home Economics	A group of instructional programs that prepare individuals at all educational levels for the occuption of homemaking, emphasizing the acquisition of knowledge and the development of understanding attitudes, standards, values and skills relevant to individual family life. Includes instruction in consumer education, food and nutrition, family livng and parenthood education, child growth and development, housing and home management (includes resource management), and clothing and textiles that emphasize the improvement of the home, the quality of the individual and family life, and enhances potential employability. These programs prepare individuals for the multiple roles of homemaker and wage earner.	
20.0201	Child Care and Guidance Management and Services	An instructional program that generally prepares individuals for occupations in child care and guidance, foster care/family day care, and teacher assistance, often under the supervision of professional personnel. Includes instruction in child growth and development, nutrition, program planning and management, safety and behavior guidance, recreational and play activities, child abuse and neglect, parent/child personal relationships, learning experiences for children, interpersonal relationships, and laws, regulations, and policies relating to child care services and maintenance of children's environments.	
20.0301	Clothing, Apparel, and Textiles Management, Production and Services, General	An instructional program that generally prepares individuals for occupations concerned with the entire spectrum of clothing, apparel, and textiles management, production, and services, including but not limited to construction, fabric and fabric care, pattern design, principles in clothing construction and selection, fitting and alterations of ready-to-wear garments, custom tailoring, clothing maintenance, and textiles testing.	

TABLE 10 (continued)

CIP CODE	PROGRAM TITLE	DESCRIPTION	CLUSTER OCCUP RELATED CODE
20.0401	Food Production, Management and Services, General	An instructional program that generally prepares individuals in managerial, production, and service skills used in institutional, commercial, or self-owned food establishments or other food industry occupations. Includes instruction in planning, selecting, storing, purchasing, preparing, and serving quality food and food products, nutritive values, safety and sanitation precautions, use and care of commercial equipment, serving techniques, special diets, and management of food establishments.	
20.0403	Chef/Cook	An instructional program that prepares individuals to engage in the preparation and cooking of a variety of foods to maintain nutritive values and quality control. Instruction is given in the determination of quality of food to be prepared and the size of services for different types of food services, the use and care of commercial equipment, adherence to sanitation procedures for storage, preparation, and service of foods, the observation of health, safety, and sanitary precautions in the cooking areas, and the use of equipment or utensils.	20.0100 20.0402 20.0406 20.0408
20.0406	Food Service	An instructional program that prepares individuals to select, prepare, or produce food in quantities; preserve nutritive value of foods; follow standard recipes for quality control; prepare and serve quantity foods; receive, store, and issue foods and supplies; select and use commercial equipment for production and services; observe safety precautions and sanitation regulations; store and handle food and equipment; clean food preparation and service areas; take inventories; work in or manage food service establishments.	01.0503 06.0704 06.1401 20.0404 20.0405 20.0408 08.0102
20.9999	Vocational Home Economics, Other	Any instructional program in vocational home economics not described above.	

TABLE 10 (continued)

CIP CODE	PROGRAM TITLE	DESCRIPTION	CLUSTER OCCUP RELATED CODE
07.0101	Accounting, Bookkeeping and Related Programs, General	An instructional program that generally prepares individuals to systematize information about transactions and activities into accounts and quantitative records, verify accuracy of data by applying auditing principles, prepare budgets and financial reports, operate bookkeeping machines, and pay and receive money.	07.0401
07.0301	Business Date Processing and Related Programs, General	An instructional program that generally prepares individuals to analyze and design data processing system configurations; write, test, monitor, debug, and maintain data processing programs; and operate computers and peripheral and data entry equipment.	
07.0302	Business Computer and Console Operation	An instructional program that prepares individuals to operate electronic data processing computers. Includes instruction in the review of program instructions, determination of procedures for a specific run, readying equipment for operation, and manipulation and monitoring of controls during operation. Instruction also is given in troubleshooting and all types of on- and off-line operations.	07.0401
07.0303	Business Data Entry Equipment Operation	An Instructional program that prepares individuals to operate keypunch or special purpose key entry devices to convert source documents to machine input media for electronic data processing, verify and correct data, and monitor equipment during operation.	07.0608
07.0305	Business Data Programming	An instructional program that prepares individuals to convert problems into detailed flow charts; code into computer language; test, monitor, debug, document, and maintain computer programs; and design programs for specific uses and machines.	
07.0601	Secretarial and Related Programs, General	An instructional program that generally prepares individuals to record and transcribe communications and to abstract, classify and file information.	

TABLE 10 (continued)

CIP CODE	PROGRAM TITLE	DESCRIPTION	CLUSTER OCCUP RELATED CODE
07.0603	Executive Secretarial	An instructional program that prepares individuals to assist management by expediting and facilitating the maintenance of executive and corporation records; planning conferences; preparing record notices, minutes, and resolutions; filing corporate legal documents; and assisting in the administration of policy.	07.0401
07.0604	Legal Secretarial	An instructional program that prepares individuals to prepare legal papers and correspondence, such as summonses, complaints, motions, and subpoenas. Includes instruction in legal terminology procedures, and documents, as well as law library research.	
07.0605	Medical Secretarial	An instructional program that prepares individuals to perform secretarial duties utilizing a knowledge of medical terminology and hospital, clinic, or laboratory procedures. Includes instruction in writing reports, such as case histories, and understanding legal and insurance forms.	17.0503 07.0707 07.0203 07.0704 17.0506
07.0607	Stenographic	An instructional program that prepares individuals to take direct dictation or correspondence, reports, and other materials by hand or machine and to transcribe dictation.	07.0608 17.0506
07.0608	Word Processing	An instructional program that prepares individuals to edit and produce written communications utilizing special purpose machines to correct, format, and print information.	07.0303 48.0205 07.0607 07.0303
07.0699	Secretarial and Related Programs, Other	Any instructional program in secretarial and related programs not described above.	
07.0701	Typing, General Office and Related Programs, General	An instructional program that generally prepares individuals to record, duplicate, and retrieve data, including classifying sorting, and filing correspondence, records, and other data. Includes instruction in shipping and receiving procedures, stock and inventory maintenance, and operation of office machines.	

TABLE 10 (continued)

CIP CODE	PROGRAM TITLE	DESCRIPTION	CLUSTER RELATED OCCUP CODE
07.0702	Clerk Typist	An instructional program that prepares individuals to use a typewriter in a variety of activities, including correspondence and compiling and typing reports, application forms, shipping tickets, and other data from clerical records. Includes instruction in filing records and reports, posting information to records, sorting and distributing mail, answering telephones, and computing with calculating machines.	
07.0707	Receptionist	An instructional program that prepares individuals to answer telephone and information requests, keep records of callers, make appointments, interview people to secure required data, and make travel reservations and to operate telephone switchboards and similar equipment, relay incoming and interoffice calls. Establish connections between subscribers, supply information, calculate charges, and operate telegraph and similar equipment for transmitting and receiving messages.	07.0401 07.0605 06.0705 08.1104 08.1105 08.0902
07.9999	Business and Office, Other	Any instructional program in business and office not described above.	
09.0601	Radio/Television Broadcasting	An instructional program that describes the methods and techniques by which radio and television news programs are produced and broadcast.	
15.0202	Civil Technology	An instructional program that prepares individuals to assist a civil engineer in designing, surveying, materials control, testing, and building of various structures.	48.0103 15.0202 15.0203 01.0206
15.0203	Surveying and Mapping Technology	An instructional program that prepares individuals to technically assist civil engineers and urban planners in the determination and description of the shape, contour, location, and dimensions of geographic areas or features.	15.0201 01.0206 48.0103
15.0303	Electronic Technology	An instructional program that prepares individuals to support the electronic engineer and other professionals in the design, development, modification and testing of electronic circuits, devices and systems.	15.0402

TABLE 10 (continued)

CIP CODE	PROGRAM TITLE	DESCRIPTION	CLUSTER OCCUP RELATED CODE
46.0201	Carpentry	An instructional program that prepares individuals to lay out, fabricate, erect, install, and repair wooden structures and fixtures, using hand and power tools. Includes instruction in common systems of framing, construction materials, estimating and blueprint reading.	47.0401
47.1010	Electrical and Electronics Equipment	An instructional program that generally prepares individuals to operate, maintain, and repair business machines, communications equipment, major and small appliances, commercial vending machines, and related equipment. Includes instruction in electrical circuitry, simple gearing, linkages and lubrication or machines and appliances, and use of testing equipment.	
47.0201	Heaing, Air Conditioning and Refrigeration Mechanics, General	An instructional program that generally prepares individuals to install, repair, and maintain the operating conditions of heating, air conditioning, and refrigeration systems.	
47.0302	Heavy Equipment Maintenance and Repair	An instructional program that prepares individuals in the field maintenance of heavy equipment, and in general maintenance and overhaul of such equipment.	47.0604 47.0605 01.0204
47.0408	Watch Repair	An instructional program that prepares individuals to make, maintain, and repair clocks, watches, chronometers, and other types of time-measuring devices by diagnosing malfunctions; disassembling, repairing and/or replacing faulty parts; cleaning, assembling and adjusting parts; and replacing straps, bands, crystals, crowns, and hands.	48.0503
47.0602	Aircraft Mechanics	An instructional program that prepares individuals to inspect, repair, service, and overhaul all airplane parts, including engines, propellers, instruments, airframes, fuel and oil tanks, control cables, and hydraulic units. This program is designed to meet Federal Aviation Administration requirements for licensing as an airframe/power plan mechanic.	

TABLE 10 (continued)

CIP CODE	PROGRAM TITLE	DESCRIPTION	CLUSTER RELATED	OCCUP CODE
47.0603	Automotive Body Repair	An instructional program that prepares individuals to repair body and fenders of automobiles. Includes instruction in body preparation for painting and finishing.	47.0604 48.0503 48.0303	
47.0604	Automotive Mechanics	An instructional program that prepares individuals to engage in the servicing and maintenance of all types of automobiles. Includes instruction in diagnosis of malfunctions in the repair of engine; fuel, electrical, cooling and brake systems; and drive train and suspension systems.	47.0203 47.0303 47.0302 47.0401 47.0107	
47.0605	Diesel Engine Mechanics	An instructional program that prepares individuals to repair diesel engines in vehicles such as buses, ships, trucks, railroad locomotives, and contructions equipment, and to repair stationary diesel engines in electrical generators and related equipment.	47.0302 01.0204	
47.0606	Small Engine Repair	An instructional program that prepared individuals to maintain and repair small internal combustion engines used on portable power equipment such as lawnmowers, chain saws, rotary tillers, motorcyles, and snowmobiles.	01.0204 01.0203	
47.0699	Vehicle & Mobile Equipment Mechanics & Repairers, Other	An instructional programs that prepares individuals to service and maintain over-the-road trucks and motor coaches.		
48.0101	Drafting, General	An instructional program that generally prepares individuals to plan, prepare, and interpret mechanical, architectural, structural, pneumatic, marine, electric/electronic, topographical, and other sketches; to use reporduction materials, equipment, and processes, to develop, plan, and process charts and drawings; to develop models; and to prepare reports and data sheets for writing specifications.		
48.0201	Graphic and Printing Communications, General	An instructional program that generally prepares individuals in the approaches and techniques used in the various graphic and printing communications specialties.		

TABLE 10 (continued)

CIP CODE	PROGRAM TITLE	DESCRIPTION	CLUSTER OCCUP RELATED CODE
48.0501	Precision Metal Work, General	An instructional program that prepares individuals to plan, manufacture, assemble, test, and repair parts, mechanisms, machines, and structures in which materials are cast, formed, shaped, molded, heat treated, cut, twisted, pressed, fused, stamped, or otherwise worked upon.	
48.0503	Machine Tool Operation/ Machine Shop	An instructional program that prepares individuals to shape metal parts on machines such as lathes, grinders, drill presses, milling machines, and shapers.	
48.0508	Welding, Brazing, and Soldering	An instructional program that prepares individuals to use gases and/or welding processes and to braze and solder metal parts according to diagrams, blueprints or written specs.	
49.0202	Construction Equipment Operation	An instructional program that prepares individuals to operate and maintain a variety of heavy equipment.	01.0204 49.0204

RESERVED

F. Summary

Section 7 of the 1984 Annual Plan has attempted to illustrate goals to meet Montana employment needs inclusive of applicable secondary, postsecondary, community college and other projected enrollment and completions. The content of the section also serves as a planning guide for Job Training and Partnership Act program potentials and for the planning of future programming to meet needs not yet a part of the delivery mechanisms within the state.

The last portion of Section 7 describes programs offered and related current classifications of instructional code programs to related occupations in an attempt to focus upon future curriculum development within existing and new programs that may be prepared.

SECTION 8

FUNDING PLANS IN MONTANA TO MEET EMPLOYMENT AND TRAINING NEEDS IN 1983-1984

Funding Plans in Montana to Meet Employment and Training Needs

A. Vocational Instruction. Vocational instruction in Montana is directed toward the preparation of individuals for employment in specific work or occupational cluster occupations reflective of state, regional and limited national needs.[4] Vocational education is provided to those persons who have need for and can benefit from such instruction inclusive of:

1. Classroom instruction;
2. Related shop, field and laboratory work;
3. Programs providing work experience, cooperative education and related apprenticeship instruction;
4. Programs of career information exploration and decision making purposes inclusive of vocational guidance, placement and related student services;
5. Remedial programs which are supportive of occupational skills and/or which are designed to afford persons opportunities to succeed in vocational programs where educational deficiencies, disabilities or other factors prevent them from benefitting from vocational education programs; and
6. Supportive activities of vocational student organizations; professional development, program improvement and research.

B. Use of Federal Funds. Federal funding in Montana is apportioned among budget subparts 2, 3, 4, 5 and a grant for planning and evaluation.

1. Subpart 2, section 120, which represents 78.9 percent of the total allocation to the state, is divided to include state administrative and program activities under contract and within LEA and OER's. The basic grant funds may be used by the state for vocational programs which:
   a. Directly relate to the preparation of persons for paid or unpaid employment or for upgrading or retraining of displaced persons within careers requiring less than a baccalaureate or advanced degree inclusive of such activities, services and procedures as may be necessary to serve disadvantaged and handicapped populations;
   b. Include in vocational education program expenditures the acquisition, maintenance and repair of instructional supplies, materials, teaching aids, equipment, salaries and benefits and other areas permissible under federal regulations;
   c. Include related apprenticeship instructional costs;
   d. Include displaced homemaker and sex bias activities of a programmatic, supportive, professional development nature or other such activities as may be permissible under federal regulations; and
   e. Include matching funds for Job Training Partnership Act activities as may be provided under law specifically relating to youth and other age category vocational instructional programs as delineated above.

[4]The 1984 Planning Council has recommended that 90 percent of program offerings be based upon state and regional needs expressed as occupational demand and 10 percent of the programs to address national outlooks.

2. Subpart 3, section 130, represents 14.1 percent of the total allocation to the state and is divided among program improvement activities, programs and services of the state vocational efforts which:
   a. Include state administration for the purposes of carrying out statewide activities funded at a ratio of 80 percent from subpart 2 and 20 percent from subpart 3;
   b. Address program improvement needs for the disadvantaged and handicapped population;
   c. Include research activities as identified to address needs;
   d. Include curriculum development funds to improve, enhance and otherwise revise and update state and local curriculum for vocational education programs and support services;
   e. Include activities of a guidance nature as defined in federal regulations;
   f. Address professional development activities to increase the knowledge, abilities and skills of state and local personnel to insure the efficient and effective operation of vocational education programs and services; and
   g. Include the development of exemplary programs for adaptation or adoption in other areas of the state where needs substantiate replication and successful evaluation has resulted in LEA/OER support continuance as a measure of success.

3. Subpart 4, section 140, which represents 2.0 percent of the total allocation to the state, is limited in purpose to address the special needs in vocational education of high youth dropout districts (LEA's).

4. Subpart 5, section 150, which represents 4.5 percent of the total allocation has been determined by federal regulation to address Consumer Homemaking programs of the state. Funds are disbursed on a reimbursement basis with one-third allocated to depressed counties and the remaining funds distributed under the provisions of up to 50 percent of program costs according to federal regulation.

5. The special grant section of the budget allocation (102d) to the state is .5 percent of the total allocation. Funds in this category are used for planning and evaluation activities requisite to the application and operation of the state plan for federal fund expenditures. Planning council expenses, agency cooperation and contracts, printing, publication, reporting and distribution of various documents in addition to personnel costs are included under this final section pertaining to allocation subparts.

Section 11 of the 1984 Annual Plan for Vocational Education in Montana details the budget allocation for the program year 1983-1984 beginning July 1, 1983 and ending June 30, 1984.

SECTION 9

PLAN FOR
ERADICATION OF SEX DISCRIMINATION

Plan for Eradication of Sex Discrimination

Federal regulation apportions $50,000 under Subpart 2, section 120, of P.L. 94-482 (Vocational Education Act, Amended) for each fiscal year to carry out functions relating to the eradication of sex bias and stereotyping within vocational education offerings. Funds under the mandated subpart may be used to provide leadership, inservice and preservice activities, research, publication and dissemination of reports in addition to other approved activities within the law. A full-time position is to be funded with the allocation.

Montana Law, Title 49, Human Rights, in addition to Administrative Rules, prohibit sex bias, sex discrimination and sex stereotyping in admission and enrollment of students in public education programs, personnel practices of the state, and additional other human rights issues. The federal/state laws direct many of the activities of the Human Potential Development specialist.

The Department of Vocational Education Services in its efforts to create awareness of applicable state and federal laws will continually review and update policies, procedures and practices in an effort to eliminate discrimination based upon sex. Departmental staff will review state laws and agency rules that have an impact upon vocational education for evidence of sex bias and sex role stereotyping and recommend appropriate revisions.

The following plan outline has been developed to assist the sex equity (Human Potential Development specialist) and other personnel in fulfilling the goal of equal vocational education opportunity.

Program Description

The Human Potential Development Program is responsible to insure equal educational opportunity for males and females in Montana's public school system. It receives funds from Title II of the Education Amendments of 1976. Section 104.75 of the act outlines the responsibilities of a full-time person working in sex equity who is to be hired by the Department of Vocational Education Services, Office of Public Instruction.

This federal legislation calls for the designated state education agency's full-time person to:

A. Take action necessary to create awareness of programs and activities in vocational education designed to reduce sex bias and sex stereotyping in all vocational education programs, including assisting the sole agent in publicizing the public hearings on the state plan in accordance with 104. 165(a).

B. Gather, analyze and disseminate data on the status of male and female students and employees in vocational education programs of the state.

C. Develop and support actions to correct problems brought to the attention of this personnel through activities carried out under paragraph (b) and 140.76 including creating awareness of the Title IX complaint process.

D. Review the distribution of grants and contracts by the Vocational Education Services Department to assure that the interests and needs of women are addressed in all projects assisted under this Act.

E. Review all vocational education programs (including work-study programs, cooperative vocational education programs, apprenticeship programs and the placement of students who have successfully completed vocational education programs) in the state for sex bias.

F. Monitor the implementation of law prohibiting sex discrimination in all hiring, firing and promotion procedures relating to vocational education.

G. Assist local educational agencies and other interested parties in improving vocational education opportunities for women.

H. Make available to the Office of Public Instruction, the state advisory council, the National Advisory Council on Vocational Education, the State Commission on the Status of Women, the Commissioner and the general public (including individuals and organizations concerned with sex bias in vocational education) information developed under this section.

I. Review the self-evaluations required by Title IX.

J. Review and submit recommendations with respect to overcoming sex bias and sex stereotyping in vocational education programs through the five-year state plan and its annual program plan prior to their submission to the Commissioner for approval.

Funded programs will be evaluated on a three-year cycle for sex equity requirements, Title IX compliance and the implementation of EEO guidelines.

OBJECTIVES FOR HUMAN POTENTIAL DEVELOPMENT
PRIORITIES FOR 1983-84

OBJECTIVE (Activity)	LEVEL OF INVOLVEMENT (check)				
	Secondary	Postsecondary	Adult	College	Agency
1. To evaluate the sex equity compliance of vo-ed programs at Augusta, Belfry, Big Timber, Big Sandy, Box Elder, Bridger, Browning, Broadview, Chinook, Choteau, Centerville, C.M. Russell, Conrad, Denton, Dutton, Fairfield, Fromberg, Fort Benton, Great Falls H.S., Harlowton, Hobson, Joliet, Joplin, Judith Gap, Laurel, Park City H.S., Red Lodge, Rudyard, Shelby, Simms, Winifred and Whitehall. Evaluation reports will be written and on file for each on-site evaluation indicating that this objective was met.	X				
2. Develop and disseminate statewide the yearly information on the status of vocational education employees and students. This will be done by September of each year for the period of this plan. The publication and dissemination of this data will evidence the successful completion of this objective.	X	X			
3. Continue to revise and update project applications and other vocational education forms to insure that male/female data is recorded and considered when projects are funded. This will occur by November of each year. The revised application forms and funded projects will serve as evidence that the objective was met.	X				
4. Continue the ongoing work with all members of the vocational education staff to promote sex fair learning environments in all Montana vocational education programs. This will be ongoing and evidenced by the on-site evaluation and enrollment data reports. The objectives will not be considered met unless enrollments of the nontraditional gender student in vocational programs on a statewide basis is met.	X				
5. Review the Title IX self-evaluations of school districts.	X	X	X	X	X

OBJECTIVES FOR HUMAN POTENTIAL DEVELOPMENT
PRIORITIES FOR 1983-84

OBJECTIVE (Activity)	LEVEL OF INVOLVEMENT (check)				
	Secondary	Postsecondary	Adult	College	Agency
6. To present programs and materials statewide upon request to MACVE, Women's Advisory Council, youth leadership organizations, student groups, local advisory councils, the Dept. of Labor, LEA's and other interested groups or individuals. This will be an ongoing process throughout the year. The records of request for programs and materials will serve as evidence that the objective is met.	X	X	X	X	X
7. Publicize and conduct public hearing on the state vo-ed plans. This will be done by notifying women's advocacy groups and other agencies of the time and place of hearings scheduled.	X				
8. Work jointly with SEE Institute, Title IX Assistance Center, Dept. of Labor, Employment and Training, Apprenticeship Bureau, Region VIII Desegregation Center, women's advocacy groups, professional organizations and other interested groups to promote sex equity in all occupational and related educational areas. This will be an ongoing process. The files will document this activity.					X
9. Work with the Phoenix Institute on the establishment of a model innovative nontraditional job training site in Montana. Exact dates are pending. The Phoenix Institute has an approved grant. The model training program will evidence that this objective is met.		X			
10. Evaluate the five postsecondary public vocational-technical education centers.		X			

SECTION 10

COORDINATION BETWEEN THE JOB TRAINING PARTNERSHIP ACT AND VOCATIONAL EDUCATION

Coordination between CETA/Job Training Partnership Act and Vocational Education

A. General Description

The Office of Public Instruction, Department of Vocational Education Services, has established a cooperative working relationship with the state Department of Labor and Industry which recognizes the need for the effective and efficient utilization of resources available within the state for responding to their assigned responsibilities established in law.

Staff members of the Department of Vocational Education Services have served on the Governor's Employment and Training Council and the Private Industry Council. As of September 30, 1982, Montana has functioned in a transition mode anticipating the legislation passed in October of 1982, entitled the Job Training Partnership Act. Program services and funding continue under the provisions of CETA laws until the state formulates the transition to JTPA regulations.

The Assistant Superintendent for Vocational Education Services (State Director) was appointed by the Governor under EO 3-83 to serve on the State Job Training Coordinating Committee to assist in the continuance of cooperation in serving the population of Montana eligible for training and vocational education under JTPA.

At this writing, the SJTCC has recommended two service delivery areas composed of an expanded Concentrated Employment Program area and a balance of state. Private Industry Councils authorized under the JTPA provisions are being formulated with the intent of plan completion for the state by August of 1983.

Activities currently planned by the Department of Vocational Education Services include the submission of requests for proposals for educational training in the service delivery areas in addition to application for the 8 percent set-aside funds under Title II-A of the Act. A request for the 8 percent funds was initiated by the Superintendent of Public Instruction in February 1983, under MCA 20-9-603.

In anticipation of receipt of the set-aside funding, the Department of Vocational Education Services has established personnel functions to insure the adequate and efficient administration of JTPA funds. The 2.75 equivalent personnel will continue the administrative and support activities formerly accorded the Department of Labor under the CETA provisions.

Matching requirements permitted under the JTPA will emanate from disadvantaged and handicapped funds allocated to Montana under the Vocational Education Act and subsequent amendments in addition to local match.

B. Planning for the 8 percent activities involved an analysis of the occupational supply/demand data provided by the State Occupational Information System and the Division of Research and Analysis of Job Service. Through the use of this data, in cooperation with LEA and OER's, the Department of Vocational Education Services will respond to the provisions, rules and regulations specified in federal law as adopted by the Governor.

C. Displaced Workers. Activities planned under JTPA, Title III, Displaced Workers, are planned to be operated through the state AFL-CIO in conjunction with local education agencies to operate project "Work Again." This project consists of four major components:

1. Evaluation
2. Basic skills redevelopment
3. Individual referral for upgrade of work skills
4. Job finding skills and self-placement activities.

Evaluation consists of interest, aptitute, basic skills testing, and job/career counseling. Basic skills redevelopment consists of math, reading, writing and basic survival/consumer skills. Individual referral consists of providing tuition, books and material for those persons who require updated or new job skills to seek and obtain employment. Job finding skills and self-placement activities include training in resume writing, interviewing skills, self-directed job search, letters of application, and peer support group activities during job search. This activity will be linked with the Montana Job Service.

The project will be evaluated as required under the performance standards adopted for Montana JTPA activities and will meet or exceed five of the seven performance standards under JTPA. It is anticipated that 350 displaced workers would be served.

D. Older workers. Activities planned under the 3 percent set-aside for older workers are planned to be operated by the Montana Senior Citizens' Association and its 12 regional offices throughout Montana. The project would provide entrepreneurial training and start-up assistance to eligible persons and local senior citizens' chapters that wish to establish entrepreneurial projects or businesses which would provide meaningful work and income for older workers as defined under JTPA. It is anticipated that the 10 percent eligibility window under JTPA would be utilized for this project. Activities would occur in all 12 regions of the state. The possible types of activities operated would be personal care services, small service businesses, small franchise operation, etc. These operations would be income-producing and once training and operations started, would be self-supporting. It is anticipated that 528 older workers would be served and/or employed under this project. The project will be evaluated as required under the performance standards for Montana JTPA. It will meet or exceed five of the seven performance standards.

Table 11 depicts the planned activities of the Department of Vocational Education Services with various LEA's, OER's and agencies.

TABLE 11
Proposed Job Training Partnership Act Activities
for Vocational Education

Anticipated JTPA Funds	$422,960 (projects)	$74,640 (admin.)	
Local Match	$		31,442
VEA Matching Funds	$431,480		
Total Available for 8% Vocational Education		$925,852	

In-School Youth (40%)

Rural Cooperative Educational Projects, Entry Level Employment Training

Location	Projected Enrollment	CIP Code	Project Funds JTPA Support Serv.	VEA Instruc.	Support
			18,793	19,396	
RFP's will be issued			18,793	19,396	
to 5 rural LEA/OER's			18,793	19,396	
for Cooperative Educational			18,793	19,396	
Projects, Entry Level			18,793	19,396	
Employment					
Subtotal	110		93,965	96,980	
TOTAL					190,945

TABLE 11
(continued)

Adult (60%)

World of Work

Location	Projected Enrollment	Project Funds JTPA Sup Serv	Project Funds VEA Instr Sup	
Billings	250	22,000	22,000	
Great Falls	250	27,000	27,000	
Flathead Valley C.C.	250	23,500	23,500	
Missoula	180	34,500	34,500	
Deer Lodge (Prison)	150	20,000	20,000	
Subtotal WOW	1,080	127,000	127,000	254,000

Adult Basic Education

Location	Projected Enrollment	Project Funds JTPA Sup Serv	Project Funds VEA Instr Sup	
Billings Adult Center	18	13,500	13,500	
Butte	18	17,500	17,500	
Great Falls	18	21,000	21,000	
Helena	20	17,500	17,500	
Flathead Valley C.C.	20	14,000	14,000	
Missoula	19	16,500	16,500	
Subtotal ABE	113	108,000	108,000	216,000

Occupational Training

Location	Projected Enrollment	Project Funds JTPA Sup Serv	Project Funds VEA Instr Sup	OER (Local)
Helena Industries 47.0406-Shoe Repair Prog. w/Entrepreneurial Training	10	21,440	15,000	6,440
Missoula Vo-Tech Center 07.0602-Courtroom Reptr.	10	48,240	28,500	16,725
Butte Vo-Tech Center 43.0109-Security Systems Guards	20	25,176	20,000	5,176

(continued)

TABLE 11
(continued)

Occupational Training (cont.)

Location	Projected Enrollment	Project Funds JTPA Sup Serv	Project Funds VEA Instr Sup	OER (Local)	
Helena Vo-Tech Center 20.0604-Custodial/Janitor	15	21,105	20,000	1,105	
Great Falls Vo-Tech 40.0406-Fast Foods	18	18,000	16,000	2,000	
Subtotal Occup. Training	73	133,961	99,500	31,446	264,907
Title II B Subtotals	1,376	462,926	433,480	31,446	

Displaced Worker (under Title III)

Anticipated JTPA	$280,000	
State Match	280,000	(determined by Governor)
Total Available		$560,000

Location	Projected Enrollment	Project Funds JTPA	Project Funds Match	
Kalispell	60	40,000	40,000	
Butte/Anaconda	60	40,000	40,000	
Great Falls	60	40,000	40,000	
Missoula	60	40,000	40,000	
Libby	60	40,000	40,000	
Subtotal	300	200,000	200,000	
Statewide Individual Referral	50	80,000	80,000	
Total Title III	350	280,000	280,000	560,000

TABLE 11
(continued)

Older Workers (under Title II-A)

Anticipated JTPA $186,738 (no match required)

Location	Projected Enrollment	Project Funds JTPA	
Kalispell area	44	15,561	
Missoula area	44	15,561	
Butte/Anaconda area	44	15,561	
Billings area	44	15,561	
Helena area	44	15,561	
Great Falls area	44	15,561	
Miles City area	44	15,561	
Glendive area	44	15,161	
Glasgow area	44	15,561	
Havre area	44	15,561	
Bozeman area	44	15,561	
Hysham area	44	15,561	
Total	528	186,738	186,738

Summary of Subtotals	JPTA	VEA	State	Local
Title II-A				
In-School Youth	93,965	96,980	--	
Adult				
WOW	127,000	127,000	--	
ABE	108,000	108,000	--	
Occup. Training	133,961	99,500	--	31,446
Older Workers	186,738	no match required		
Title III				
Displaced workers	200,000	--	200,000	
Individual Referral	80,000	--	80,000	
	929,664	431,480	280,000	31,446
Administration	74,640			
2.75 Personnel				
1.0 clerical				
.5 accountant				
.25 coordinator				
1.0 equivalent specialist				
GRAND TOTALS	1,004,304	431,480	280,000	31,446

E. Summary. Section 10 presents the planning effort of the Department of Vocational Education Services in conjunction with the Department of Labor under the Job Training Partnership Act provisions. Topics addressed include plans for the JTPA, 8 percent set-aside specified in Section 123 of P.L. 97-300 in addition to activities for displaced workers and older workers.

SECTION 11

FEDERAL SHARE OF EXPENDITURES

ANNUAL PLAN

Federal Share of Expenditures--1984 Annual Plan

A. Statements of Set-Aside and Match

The state of Montana, its local education agencies and other eligible recipients have allocated funds to meet or exceed federal requirements in sharing expenditures. The allocations by subpart and sections appropriate; noting programs, purpose and delivery mechanism are illustrated in the tables following. The allocation tables illustrate:

1. That state/local funds equal or exceed the 50 percent match of annual program plan expenditures on a statewide basis;
2. That state/local matching funds equal or exceed 50 percent of costs defined in federal regulations respective of disadvantaged, limited-English speaking ability, and handicapped activities in aggregate;
3. That 20 percent of the basic grant and program improvement funds are allocated to disadvantaged programs, activities and services;
4. That 10 percent of the basic grant and program improvement funds are allocated to handicapped programs, activities and services;
5. That the state shall spend at least 15 percent of the allotment in Section 120 for postsecondary programs, services and activities;
6. That the state will not spend more than 80 percent from Subpart 2 and 20 percent from Subpart 3 for state administration;
7. That emphasis has been placed on the priority of displaced homemakers;
8. That $50,000 has been allocated for support of sex bias fulltime;
9. That the state expend 20 percent of the Subpart 3 allocation for guidance services, activities, support and programs;
10. That from the balance of funds available, the state will provide funds for related apprenticeship instruction, exemplary programming, curriculum and professional development activities, services and programs, research and dissemination;
11. That the state shall expend Subpart 4 funds to provide special needs programs for disadvantaged persons in areas of high dropout;
12. That the state shall expend from Subpart 5 funds for payment of consumer homemaking programs not to exceed 50 percent of costs except wherein economically depressed county LEA's will receive 1/3 of the allocation with reimbursement up to 90 percent for consumer homemaking program activities as permitted in regulation;
13. That the state shall expend Section 102d funds available in accordance with regulations; and
14. That when compared with expenditures for vocational education in the previous year, the state shall maintain its fiscal effort on either a per-student basis or on an aggregate basis.

B. The state of Montana has chosen not to allocate federal funds for:

1. Local administration;
2. Work-study programs;
3. Construction of area vocational education facilities;
4. Stipend provisions;
5. Day care services for children of students attending secondary and postsecondary vocational education programs;

6. Construction and operation of residential vocational schools; and
7. The operation of cooperative vocational education programs except as may be provided for disadvantaged populations.

The exclusion of these permissive expenditures is predicated on availability of other funding sources and the intent to utilize limited funding to the best extent possible to enhance the vocational education offerings of the state.

C. Summary Table

VOCATIONAL EDUCATION ACT FUNDS
STATE FISCAL YEAR 1984

D.O.E. Allocation to Montana 2,692,387

State Allocation by VEA Section

		Administration Funding		State Local*
		Federal	State	Expenditures
Section 120 Basic Grant				
Disadvantaged	424,676	20,000	20,000	770,972**
Handicapped	212,338	15,000	15,000	326,163
Apprenticeship	60,000			442,863
Postsecondary Vo-Tech Centers	1,178,657			7,313,862
State Administration	187,710	187,710	187,710	
Displaced Homemaker	10,000			9,500
Sex Bias	50,000	40,000		10,000
Subtotal	2,123,381	262,710	222,710	8,873,360
Section 130 Program Improvement				
Disadvantaged	76,067			60,294
Handicapped	38,034			16,121
State Administration	41,356	41,356	41,356	
Guidance	76,067			-0-
Exemplary	17,138			16,956
Curriculum Development	32,365			5,000
Teacher Development	73,929			-0-
Research	25,480			10,000
Subtotals	380,336	41,356	41,356	108,371
Section 140 Special Needs	54,633			-0-
Section 150 Consumer/Homemaking	120,383	21,675		182,446
1/3 depressed set-aside 40,087				
regular fed up to 50% 58,621				
Section 102d Planning	13,654	2,647		-0-
(State General Fund Other Adm.)			61,430	
TOTALS	2,692,387	328,388	325,496	9,164,177

* Excludes state administration in this column.
**Includes 422,960 from JTPA.

Postsecondary Vocational-Technical Center added mill levies	1,099,627
Secondary Vocational Education Total Costs (state/local inclusive of Home Economics	11,184,746
	21,448,550

Unallocated federal funds as of 6/3/83 = $403,070
(These funds will be expended in additional RFP's and/or carry-in. See detail sheets that follow.)

D. Flow Through 1984 and Carry-In

VOCATIONAL EDUCATION ACT FUNDS
STATE FISCAL YEAR 1984

AVAILABLE FLOW THROUGH AND CONTRACT FUNDS		% of Section	Projected 1983 Carry-in
Section 120 Basic Grant			
Disadvantaged	404,676	21.7	354,959
Handicapped	197,338	10.7	169,979
Apprenticeship	60,000	3.2	409
Postsecondary Vo-Tech Centers	1,178,657	63.3	0
Displaced Homemaker	10,000	.05	0
Sex Bias	10,000	.05	0
Subtotals	1,860,671	100.0	525,347
Section 130 Program Improvement			
Disadvantaged	76,067	22.4	67,719
Handicapped	38,034	11.2	20,210
Guidance	76,067	22.4	63,713
Exemplary	17,138	7.2	0
Curriculum Development	32,365	9.5	1,244
Teacher Development	73,929	21.8	(1,592)
Research	25,480	5.5	1,874
Subtotals	338,980	100.0	153,168
Section 140 Special Needs	54,633		23,361
Section 150 Consumer Homemaking	98,708		0
Section 102d Planning	11,007		0
TOTALS	2,363,999		701,876
Federal share of administration	328,388		
Total state allocation	2,692,387		

Flow through and contract funds equal 87.8 percent of the total allocation to the state.
Administration funds equal 12.2 percent of the total allocation inclusive of indirect costs.

FISCAL YEAR 1984 FUND DISTRIBUTION
Subpart 2--Section 120
BASIC GRANT

Disadvantaged Location	CIP	Enrollment Projected	Title/Purpose	Federal	State/ Local	Total
Blackfeet C.C. 84-5905-03-20-17-D245	07.0701	30	Secretarial Science Vocational Education Training	29,689	32,139	61,828
Butte Vo-Tech 84-6104-03-20-17-0246		140	Remedial Assistance for Vocational Education participants	57,103	103,050	160,153
Butte Vo-Tech 84-6104-03-20-17-D243	07.0601	47	Postsecondary Coop Education Opportunities for Disadvantaged	9,898	10,050	19,948
Missoula Co. High School 84-6103-03-20-17-D244		20	LESA--Pre-vocational	6,245	13,856	20,101
Missoula Vo-Tech 84-6103-03-20-17-D247		176	Remedial Assistance for Vocational Education participants	29,945	44,594	74,539
Salish Kootenai C.C. 84-5904-03-20-17-D249	07.0601	18	Secretarial Education Program	45,488	46,341	91,829
Great Falls 84-6267-03-20-18-D252		50	Career Assessment and Counseling for Displaced Homemakers	6,930	9,236	16,166
Bozeman Gal. Co. H & D Center 84-6264-03-20-18-D253		36	Women in Transition	2,100	2,100	4,200
Havre-HRDC 84-6266-03-20-18-D254		8	Displaced Homemaker Program	2,131	1,875	4,006
Absarokee High School 84-4814-03-20-16-D255	01.0100	12	Ag program: microcomputer instruction and aide for assistance	8,686	8,686	17,372
Pine Hills School for Boys 84-6002-03-20-16-D248		40	Equipment purchase: computer assistance in remedial progrms	14,000	79,381	93,381

(Disadvantaged Basic Grant total FY 1984, FY 1983 C.I. available 404,676 + 354,959 = 759,635)

Unallocated $ -0-

Subpart 2--Section 120
JPTA--VO-ED DISADVANTAGED

Disadvantaged (Basic Grant) Location		Enrollment Projected	Title/Purpose	FUNDING JTPA	VEA-120 Dis.
			In-School Youth:		
RFP's to be issued to five				18,793	19,396
rural LEA/OER's for Cooperative				18,793	19,396
Education Projects--				18,793	19,396
Entry Level Employment				18,793	19,396
				18,793	19,396
Billings-Adult Center		250	World of Work--Adult	22,000	22,000
Great Falls-Adult Center		250	" " "	27,000	27,000
Flathead Valley C.C. (Kalispell)		250	" " "	23,500	23,500
Missoula Vo-Tech		180	" " "	34,500	34,500
Montana State Prison (Deer Lodge)		150	" " "	20,000	20,000
Billings-Adult Center		18	Adult Basic Education, Pre-Voc.	13,500	13,500
Butte CEP Center		18	" " " " "	17,500	17,500
Great Falls Adult Ed. Center		18	" " " " "	21,000	21,000
Helena CEP Center		20	" " " " "	17,500	17,500
Flathead Valley C.C. (Kalispell)		19	" " " " "	14,000	14,000
Missoula Vo-Tech		36	" " " " "	16,500	16,500
Helena Industries	(47.0406)	10	Shoe Repair; Entrepreneurial Training	21,440	15,000
Missoula Vo-Tech Center	(07.0602)	10	Courtroom Reporter Training	48,240	28,500
Butte Vo-Tech Center	(43.0109)	20	Security Systems/Guards	25,176	20,000
Helena Vo-Tech Center	(20.0604)	15	Custodial/Janitorial Training	21,105	20,000
Great Falls Vo-Tech Center	(20.0403)	18	Fast Foods/Cook	18,000	16,000

LIMITED ENGLISH SPEAKING

LEA	ENROLLMENT	FEDERAL FUNDS	LOCAL MATCH
Missoula Co. H.S. 84-6103-03-20-17-D244	20	6,245	6,245

Prevocational English job seeking skills for limited English speaking high school students

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Funds for LESA are awarded on a project proposal basis to the extent of availability. Funds will be utilized to address basic English skills acquistion, career information/education, job seeking skills, job adjustment and related education to afford the limited English speaking population greater potential for continuing education and/or job placement.

FISCAL YEAR 1984 FUND DISTRIBUTION
Subpart 2-Section 120
BASIC GRANT

Handicapped Location	CIP	Enrollment Projected	Title/Purpose	Federal	State/ Local	Total
Anaconda HS 84-1203-04-19-16-H235	21.0101	36	Multi-occupation work exploratory--Pre-vocational	34,994	38,029	73,023
Butte HS 84-4706-04-19-16-H230	21.0101	30	Industrial Arts--Pre-vocational	21,021	21,021	42,042
Flathead HS (Kalispell) 84-1505-04-19-16-H233	20.0406	10	Restaurant Skills/Food Service	16,100	17,526	33,626
Florence-Carlton Cons. Schl. 84-4113-04-19-16-H237	21.0101	5	Pre-vocational Career Exploration	5,000	5,000	10,000
Garfield Co. HS (Jordan) 84-1702-04-19-16-H231	20.0101	11	Individualized Home Economics	3,697	16,241	19,938
Great Falls Public Schools 84-0702-04-19-16-H232	21.0101	60	Work Exploratory/Career Exploration	31,664	31,972	63,636
Helena Public Schools (Spec. Ed.) 84-2502-04-19-16-H236		67	Work Exploratory	34,178	48,760	82,938
Northcentral Learning Resource Center 84-0703-04-19-16-H234	21.0101	30	Pre-vocational	54,410	97,956	152,366
Missoula Co. HS 84-3202-04-19-16-H238	21.0101		Pre-vocational	12,000	12,000	24,000
Lincoln Co. HS (Eureka) 84-2706-04-19-H239	20.0101	21	Comprehensive home ec program to assist handicapped enrollees through computer assisted instruction	1,100	1,100	2,200
Whitefish Public Schools 84-1522-04-19-16-H241		20	Vocational teacher aides: adaptation of equipment	20,660	20,660	41,320
Manhattan HS 84-1603-04-19-16-H242	20.0101	1	Individualized instruction in home ec to serve a developmentally handicapped mainstreamed enrollee	2,375	2,375	4,750
Park HS 84-34-3-04-19-16-H240		60	Development of computer software for vocational programs (handicapped)	8,478	13,523	22,001
(120 Handicapped 83 + 84 = 367,317)						
Unallocated				$111,740		

FISCAL YEAR 1984 FUND DISTRIBUTION
Subpart 2--Section 120
APPRENTICESHIP

Location	CIP	Program Title	Hours	Projected Funding Federal	Local
Billings	46.9999	Ironworkers	432	3,443	44,369
	46.0503	Plumbing & Pipefitting	432	3,443	89,071
	46.0201	Carpentry	288	2,295	23,267
	46.0302	Electricians	432	3,443	20,424
	48.0506	Sheet Metal	288	2,295	40,797
Butte	48.0506	Sheet Metal	144	1,147	7,208
	46.9999	Ironworkers	288	2,295	2,295
	48.0503	Machinist	144	1,147	1,147
	46.0302	Electricians	144	1,147	5,397
Great Falls	48.0506	Sheet Metal	144	1,147	10,763
	46.0408	Painters	144	1,147	4,532
	46.0503	Plumbing & Pipefitting	432	3,443	20,945
	48.0503	Machinists	144	1,147	1,994
	47.0604	Auto Mechanics	144	1,147	1,713
	46.0302	Electricians	144	1,147	9,710
Helena	49.0202	Heavy Equipment Operators	432	3,443	35,235
	46.0201	Carpentry	1,476	11,764	38,364
	46.0302	Electricians	144	1,147	4,829
Miles City	47.0501	Power Plant Operator	432	3,443	17,779
	47.9999	Power Plant Mechanic	432	3,443	12,302
Missoula	46.0302	Electrician	144	1,147	7,398
	48.0506	Sheet Metal	144	1,147	2,686
	46.0503	Plumbing & Pipefitting	144	1,147	2,418
Salish-Kootenai	46.0201	Carpentry	144	1,147	37,073
State Prison	43.0109	Security Guards	144	1,147	1,147
TOTAL FUNDING				60,000	442,863

FISCAL YEAR 1984 FUND DISTRIBUTION
Subpart 2--Section 120
POSTSECONDARY

Location	CIP	Program Title or Purpose	FTE Enrollment	Proposed Funding Federal	State/Local
Billings Vo-Tech	01.0201	Agricultural Mechanics	20	--	56,271
	06.1401	Mid-management	28	11,112	77,380
	17.0605	Practical Nurse	48	--	132,650
	17.0602	Nurse Assistant	12	26,000	21,439
	20.0403	Dinner/First Cook	14	20,640	38,690
	20.0406	Fast Foods	10	7,600	27,636
	40.0401	Manager/Kitchen Supervisor	8	--	22,108
	07.0101	Accounting/Bookkeeping	21	15,835	58,035
	07.0702	Clerk-Bookkeeper	20	15,000	55,271
	07.0702	Clerk-Stenographer	16	12,000	44,217
	07.0702	Clerk Typist	15	11,250	41,453
	07.0702	Clerk, General Office	15	11,250	41,453
	07.0606	Secretary, General	35	26,682	96,725
	47.0201	Air Conditioning & Refrigeration	34	--	93,961
	47.0603	Auto Body Repair	35	--	96,725
	47.0604	Auto Mechanic	45	--	124,360
	48.0508	Combination Welding	67	--	185,159
	48.0605	Diesel Mechanic	40	10,000	110,542
	48.0101	Drafting	22	--	60,798
		Subtotals	499	167,369	1,384,963

NOTES:
Titles vary from CIP identity due to local emphasis.
Vo-tech centers in Montana do not offer associate degrees.
State and local funds include administration, plant, instruction and equipment. Excludes local additional mill levy amounts.
Federal funds allocated to occupational programs where demands exist.

FISCAL YEAR 1984 FUND DISTRIBUTION
Subpart 2--Section 120
POSTSECONDARY

Location	CIP	Program Title or Purpose	FTE Enrollment	Proposed Funding Federal	State/Local
Butte Vo-Tech	17.0605	Practical Nurse	47	--	133,715
	07.0101	Accounting/Bookkeeping	24	20,000	68,280
	07.0702	Clerk Typist	15	30,135	42,690
	07.0305	Computer Operator/Programmer	14	--	39,830
	07.0303	Data Entry	14	--	39,830
	07.0699	Legal Typist/Transcrip	10	20,090	28,450
	07.0699	Medical Transcript	9	18,081	25,605
	07.0604	Secretary, Legal	10	20,090	28,450
	07.0605	Secretary, Medical	8	16,072	22,768
	07.0607	Secretary, Stenographer	15	30,135	42,690
	06.0608	Word Processing	12	24,108	34,140
	47.0604	Auto Mechanics	31	--	88,195
	15.0201	Civil Engineering Tech	13	26,130	36,985
	48.0101	Drafting Technology	21	--	59,745
	15.0302	Electrical Technology	38	56,349	108,110
	48.0503	Machine Tool Operation	15	--	42,690
	47.0606	Small Engine Repair	15	--	48,673
	48.0508	Welding Technology	35	--	99,610
		Subtotals	346	261,190	984,456

FISCAL YEAR 1984 FUND DISTRIBUTION
Subpart 2--Section 120
POSTSECONDARY

Location	CIP	Program Title or Purpose	FTE Enrollment	Proposed Funding Federal	State/Local
Great Falls Vo-Tech	06.1401	Mid-management	32	30,926	78,976
	17.0605	Practical Nurse	70	--	172,220
	17.0101	Dental Assistant	19	18,373	46,874
	17.0602	Nurse Assistant	14	13,554	34,552
	17.0210	Respiratory Therapy Technician	26	--	85,385
	07.0101	Accounting/Bookkeeping	55	53,240	135,740
	07.0702	Clerk Typist	34	32,912	83,878
	07.0305	Computer Operator/Programmer	--	--	--
	07.0303	Data Entry Operator	90	--	186,854
	07.0707	Dental Receptionist	10	9,680	24,680
	07.0702	File Clerk	15	14,520	37,200
	07.0699	Legal Typist/Transcript	10	9,680	24,680
	07.0699	Medical Transcriptionist	12	11,604	29,616
	07.0604	Secretary, Legal	13	12,571	32,084
	07.0605	Secretary, Medical	10	9,680	24,680
	07.0607	Secretary, Stenographer	20	19,360	49,360
	07.0608	Word Processing	12	11,604	29,616
	47.0699	Auto Alignment Specialist	12	--	29,616
	47.0603	Auto Body Repair	27	--	66,609
	47.0408	Watchmaking & Jewelry Repair	6	--	28,670
		Subtotals	487	247,754	1,201,290

FISCAL YEAR 1984 FUND DISTRIBUTION
Subpart 2--Section 120
POSTSECONDARY

Location	CIP	Program Title or Purpose	FTE Enrollment	Proposed Funding Federal	State/Local
Helena Vo-Tech	01.0204	Agri-Diesel Mechanic	48	--	73,624
	17.0605	Practical Nurse	42	--	100,800
	07.0101	Accounting/Bookkeeping	66	54,450	158,400
	07.0301	Business Data Processing	90	--	216,000
	07.0702	Clerk Typist	20	16,520	48,020
	07.0606	Secretary, General/Executive	12	9,840	48,800
	07.0604	Secretary, Legal	10	8,250	34,010
	07.0605	Secretary, Medical	11	9,075	36,510
	07.0607	Secretary, Stenographer	14	11,592	43,600
	07.0608	Word Processing	28	23,000	67,200
	47.0604	Auto Mechanics	76	--	167,780
	47.0602	Aviation Maintenance Tech	56	--	145,600
	46.0201	Carpentry/Building Trades	36	29,628	82,800
	48.0508	Combination Welding	46	--	110,400
	15.0303	Consumer Electronics	18	14,761	42,400
	15.0303	Electronics Technology	126	104,282	246,600
	48.0503	Machine Shop Technology	37	--	86,950
	47.0699	Truck, Diesel Mechanic	45	--	108,000
		Subtotals	757	281,228	1,817,494

FISCAL YEAR 1984 FUND DISTRIBUTION
Subpart 2--Section 120
POSTSECONDARY

Location	CIP	Program Title or Purpose	FTE Enrollment	Proposed Funding Federal	State/Local
Missoula Vo-Tech	03.0501	Forestry Technology	31	--	89,652
	08.0102	Fashion Merchandising Management	16	6,740	46,272
	06.1401	Mid-management	44	18,480	54,680
	08.0705	Retail Merchandise Management	30	12,660	64,710
	17.0605	Practical Nurse	31	--	89,652
	07.0210	Respiratory Therapy Tech	16	--	47,782
	07.0211	Surgical Technology	21	--	46,400
	20.0403	Dinner/First Cook	14	5,880	40,488
	20.0406	Fast Foods	15	6,300	22,500
	20.0406	Fry Cook	10	4,280	24,700
	07.0101	Accounting/Bookkeeping	76	29,640	190,000
	07.0301	Business Data Processing	25	--	127,772
	07.0702	Clerk Typist	29	12,209	98,328
	07.0305	Computer Operator	49	--	156,168
	07.0303	Data Entry Operator	24	--	69,408
	07.0699	Legal Typist/Transcriptionist	15	6,300	43,800
	07.0707	Medical Receptionist	10	4,200	28,920
	07.0699	Medical Transcriptionist	12	4,800	34,704
	07.0606	Secretary, General	31	13,175	87,500
	07.0604	Secretary, Legal	16	6,720	32,000
	07.0605	Secretary, Medical	13	5,400	39,000
	48.0508	Combination Welding	23	--	66,516
	15.0303	Electronics Technology	47	19,740	161,200
	47.0302	Heavy Equipment Maintenance	22	--	87,000
	49.0202	Heavy Equipment Operation	23	64,592	107,400
	47.0606	Small Engine Repair	23	--	69,408
		Subtotals	666	221,116	1,926,000
VOCATIONAL TECHNICAL CENTER TOTALS					
Enrollment projection			2,776		
Appropriated budget (does not include additional levy)				1,178,657	7,313,862
120 Disadvantaged				96,946	245,640
120 Disadvantaged Job Training Partnership Act match				VEA 392,140 JTPA 392,140	784,280*
134 Guidance				27,138	27,138
TOTALS (*not included)				2,087,021	7,586,640

FISCAL YEAR 1984 FUND DISTRIBUTION
Subpart 2--Section 120
DISPLACED HOMEMAKER

Location	CIP	Enrollment	Program Title	Proposed Funding State/ Local	Federal	Total
Flathead Valley C.C. (Kalispell) 84-5802-01-27-18-DH02B		48	Project Transition	11,550	9,500	21,050

Unallocated $500

Project Transition, under the direction of the Women's Center of Flathead Valley Community College, provides employability training to Displaced Homemakers. The project provides outreach, assessment, counseling, job seeking skills training, referral and placement services. The project works in cooperation with other agencies and programs in the Flathead valley. The program is open-entry/ open-exit with training modules suited to individual development. The curriculum contains sections addressing skill identification, interest assessment, values, self-worth, career information, methods of overcoming sexual stereotyping, and self-placement activities. It is anticipated that 48 displaced homemakers will be enrolled during the start up year.

FISCAL YEAR 1984 FUND DISTRIBUTION
Subpart 2--Section 120
SEX BIAS

Location	CIP	Enrollment	Program Title/Purpose	Proposed Funding Federal	State/Local
			Total available	10,000	10,000
			Planned use:		
			Printing, publishing and dissemination @ $2,000		
			Other administrative expenditures to include: Nontraditional student recruitment Contracted workshops to eliminate sex bias/sex stereotyping		

NOTE: Proposals not submitted at the time of writing the 1984 Annual Plan.

FISCAL YEAR 1984 FUND DISTRIBUTION
Subpart 3--Section 130

Disadvantaged Location	CIP	Enrollment Projected	Title/Purpose	Federal	State/ Local	Total
*Montana State University 84-5702-05-20-16-D-312			Curriculum development to mainstream in distributive education	15,293	15,294	30,587
*University of Montana 84-5704-05-20-16-D-313			Business applications for disadvantaged students--use of CBI--curriculum development	45,000	45,000	90,000
(Section 130--disadvantaged 83 + 84 = 143,786)						
Unallocated				$83,493		

*Curriculum projects funded with 130 disadvantaged

FISCAL YEAR 1984 FUND DISTRIBUTION
Subpart 3--Section 130
PROGRAM IMPROVEMENT

Handicapped Location	CIP	Enrollment Projected	Title/Purpose	Federal	State/ Local	Total
Handicapped Program Improvement Total (FY 84, FY 83 CI available 38,034 + 20,210 = 58,244)						
*Montana State University 84-5703-05-19-17-H321		N/A	Inservice training for education teachers--handicapped	16,121	16,121	32,242
Unallocated				$42,123		

*Inservice project funded with 130 handicapped

FISCAL YEAR 1984 FUND DISTRIBUTION
Subpart 3--Section 130

Program	Location/ Project No.	Title/Purpose	Federal	Local/ State	Total
Guidance (Total FY 1984, FY 1983 CI, funds available 76,067 + 62,096 = 138,163)					
	Contracted Service	Secondary Counselor Workshop, inservice	12,000		
	Helena Vo-Tech	Postsecondary; Counselor Career Opportunity	17,137		
	84-6102-06-21-17-G717	Seminar			
	RFP to be issued	Development of a student follow-through system to determine attrition rates and analysis of factors for non-completors of vocational-technical centers	10,000		
	Contracted Service	VIEW materials update	5,000		
	Contracted Service	Public school vocational-technical education opportunities publication for career opportunities	1,400		
	Helena Vo-Tech	Career Information Dissemination	9,131		
	84-6102-06-21-17-G716				
Unallocated			83,495		
Exemplary (Total FY 1984 funds available = 17,138)					
	Helena High School	Exemplary drafting and electronics program	9,138	10,044	19,182
	84-25-2-05-22-16-E505				
	University of Montana	Networking Communications for Business	8,000		
	84-5704-05-22-16-E504	Education			
Unallocated			-0-		
Curriculum Development (Total FY 1984 funds available = 32,365)					
	Great Falls Vo-Tech	Curriculum Development: Intravenous Therapy	5,000		
	84-6101-05-23-17-C619	for Practical Nurses			
	Great Falls HS	Curriculum Development: Word Processing	4,401		
	84-0702-05-24-16-C613	Instructional Materials for CPT			
	Montana State Univ.	Update of Distributive Education Guidelines	4,965		
	84-5703-05-23-16-C614				
	Montana State Univ.	Development and Implementation: Wage Earning	8,000		
	84-5703-05-23-21-C615	Home Economics Programs			
	Montana State Univ.	Computer Assisted Instruction in Feeds &	2,000		
	84-5703-05-23-22-C616	Feeding			
	Montana State Univ.	Updating Vo-Ag Curriculum Resource Units	3,000		
	84-5703-05-23-22-C617				
	Montana State Univ.	Curriculum Guide for Industrial Education	5,000	5,000	10,000
	84-5703-05-23-17-C618				
Unallocated (See also Subpart 3-Section 130 Disadvantaged for specific disadvantaged curriculum development.)			-0-		

FISCAL YEAR 1984 FUND DISTRIBUTION
Subpart 3--Section 130

Program	Location/ Project No.	Title/Purpose	Federal	Local/ State	Total
Teacher Development (Total FY 1984 funds available 73,929 + 631 = 74,560)					
	University of Montana	Computer Adaptation and Update in Curriculum	4,000		
	84-5704-05-24-22-T856	Inservice, Office Ed			
	Montana State Univ.	Essentials of Cooperative Education	5,952		
	84-5703-05-24-22-T857				
	Montana State Univ.	Curriculum Update, Distributive Education	2,462		
	84-5703-05-24-22-T858	Marketing, Inservice			
	University of Montana	Home Economics Teacher Network	9,000		
	84-5703-05-24-21-T859				
	Montana State Univ.	Inservice and Preservice--for Vocational Home	5,000		
	84-5703-05-24-21-T849	Economics Education			
	University of Montana	Inservice and Preservice--Home Economics	5,000		
	84-5704-05-24-21-T850				
	Montana State Univ.	Improved Experience--Ag Student Teachers	2,500		
	84-5703-05-24-21-T851				
	Montana State Univ.	Vocational Teacher Inservice Support--Ag	2,000		
	84-5703-05-24-21-T852				
	Montana State Univ.	Preservice and Inservice--Vocational Ag	7,000		
	84-5703-95-24-22-T853	Teacher Education			
	Northern Mont. College	Inservice and Preservice--Trade and Technical	7,000	3,000	10,000
	84-5705-05-24-22-T854	Education			
	Northern Mont. College	State Leadership Conference--Inservice	26,764		
	84-5705-05-24-22-T855				
Unallocated (See also Subpart 3-Section 130 Handicapped for inservice.)			-0-		
Research (Total FY 1984 funds, 1983 CI funds available 25,480 + 9,374 = 34,854)					
	Montana State Univ.	Articulation--Secondary-Postsecondary Skill	5,000		
	84-5703-05-25-17-412	Needs in Business Education			
	Montana State Univ.	Determining Personal Characteristics that make	6,500		
	84-5703-05-25-22-R413	Students more Employable in Agriculture			
	Montana State Univ.	Determining the Effectiveness of SOE	2,000		
	84-5703-05-25-22-R414	(Supervised Occupational Experience)			
	RFP to be issued	Determining Vocational Agriculture Sales, Service, and Production Employment Opportunities in Montana with Occupational Projections 1984-1990 within Classification of Instructional Codes	10,000	10,000	
	RFP to be issued	Selection/Development of Computer Hardware and Support Software to Assist Agri-Business and Small Business Operators in Improving Operations for Economic Development	6,354		
Unallocated				5,000	

FISCAL YEAR 1984 FUND ALLOCATIONS
Section 140--Special Needs

LEA	CIP CODE	ENROLLMENT	FEDERAL FUNDS
Hays Lodge Pole 84-0317-07-20-16-SD04	01.0100	30	20,000
Unallocated (1)			34,633

(1) Projects are funded on an annual basis and are considered as to impact, need and funding formula.

Section 140, Special Needs funds, are allocated on a proposal basis and funding formula only to LEA/OER's which reflect high dropout rates.

Montana may pay up to 100% of the cost of special programs under Section 140 to meet the needs of the disadvantaged to enable greater potential to succeed in vocational education programs. Section 140 funds may be used in non-profit schools provided assurances are made to avoid commingled funds.

Disadvantaged persons shall include those persons who have academic or economic disadvantage or who require special services, assistance or programs in order to enable them to succeed in vocational education programs. All definitions of 104.804, Rules and Regulations, shall apply.

FISCAL YEAR 1984 FUNDING
Secondary Vocational Education
State/Local Funding of LEA's

Location	CIP	9-12 Enrollment Projection ANB	State/Local Funding	Federal Funding Cross Reference See page noted								
				Dis	Hdc	DisH	SexB	Dis	Hdc	Guid	Exem	Curr	HoEc
Absarokee HS	01.0301	52	21,403	X								
	20.0101	30	11,481									X
	07.0701	24	19,314									X
Anaconda HS	20.0101	54	39,609									
	07.0701	150	18,223									
	48.0101	68	24,345									
	46.0201	43	27,392									
	21.0100	233	108,300									
Augusta HS	01.0301	21	24,994									
	07.0601	8	14,331									
Arlee	01.0301	86	14,331									
	20.0101	70	new program									
	07.		new program									
Bainville	01.0301	29	22,034									
Baker	01.0301	43	23,807									
	08.0705C	35	14,375									
	20.0101	63	14,871									X
	07.0701	25	22,509									
	07.0701C	11	1,002									
	46.0201	15	28,150									
Belfry	01.0301	24	28,839									
Belgrade	01.0301	86	34,554									
	20.0101	76	29,436									X
	07.0701	75	39,821									
	21.0100	50	20,220									
Belt	01.0301	80	32,199									
	20.0101	84	12,237									X
	07.0701	48	12,801									

FISCAL YEAR 1984 FUNDING
Secondary Vocational Education
State/Local Funding of LEA's

Location	CIP	9-12 Enrollment Projection ANB	State/Local Funding	Federal Funding Cross Reference See page noted Dis	Hdc	DisH	SexB	Dis	Hdc	Guid	Exem	Curr	HoEc
Bigfork	20.0101	94	17,438										X
	07.0601	19	10,968										
	47.0604	54	15,761										
Big Sandy	01.0301	53	28,205										
	20.0101	38	17,183										X
	07.0601	33	27,408										
Big Timber	01.0301	44	32,192										
	20.0101	85	21,820										X
	07.0701	8	9,397										
	21.0100	53	27,936										
Billings	01.0301	75	61,265										
	08.0705C	34	27,514										
	20.0201	90	2,654										
	20.0301	42	19,289										
	07.0701C	130	90,815										
	07.0601C	42	24,105										
	46.0201	85	151,533										
	47.0604	306	90,726										
	48.0101	58	40,664										
	47.0101	75	38,138										
	48.0201	97	63,102										
	48.0501	61	65,401										
	09.0601	76	23,246										
Broadus	01.0301	21	28,648										
	20.0101	49	24,395										X
	07.0701	41	37,350										
	21.0100	4	3,327										

FISCAL YEAR 1984 FUNDING
Secondary Vocational Education
State/Local Funding of LEA's

Location	CIP	9-12 Enrollment Projection ANB	State/Local Funding	Federal Funding Cross Reference See page noted Dis	Hdc	DisH	SexB	Dis	Hdc	Guid	Exem	Curr	HoEc
Bozeman	08.0705C	50	35,479										
	20.0101	307	84,592										X
	07.0601	246	28,552										
	47.0604	111	28,214										
	46.0201	88	28,646										
	21.0100	198	47,709										
Boulder	20.0101	60	36,418										X
	07.0701	47	9,536										
Box Elder	07.0701	4	3,604										
	21.0100	44	10,812										
	21.0100	45	new program										
Bridger	20.0101	45	new program										
	01.0301	29	25,928										
	20.0101	56	12,135										
Broadview	20.0101	12	9,622										X
	07.0701	1	2,878										
	21.0100	6	9,308										
Browning	20.0101	164	35,592										X
	07.0601	60	35,704										
	47.0604	39	27,241										
	21.0100	100	21,200										
Butte	07.0601	195	112,528		X								
	46.0201	70	31,824										
	48.0101	18	32,395										
	47.0101	71	29,131										
	48.0501	33	22,875										
	48.0508	37	46,444										
	47.0606	49	27,781										
	47.0604	52	47,924										

FISCAL YEAR 1984 FUNDING
Secondary Vocational Education
State/Local Funding of LEA's

Location	CIP	9-12 Enrollment Projection ANB	State/Local Funding	Federal Funding Cross Reference See page noted							
				Dis	Hdc	DisH	SexB	Dis	Hdc	Guid	Exem	Curr	HoEc
Cascade	01.0301	129	59,285										
	20.0101	36	14,262										X
	07.0601	66	41,581										
Charlo	07.0701	19	19,964										
	21.0100	37	22,098										
Chinook	01.0301	91	27,815										
	20.0101	54	15,771										X
	07.0601C	4	29,185										
Choteau	01.0301	64	31,170										
	20.0101	56	14,327										X
Circle	20.0101	49	new program										
Clyde Park	01.0301	35	15,202										
	20.0101	24	8,280										
	07.0701	21	4,667										
Colstrip	01.0301	53	30,716										
	20.0101	197	38,650										X
	07.0601	62	91,620										
	07.0601C	10	2,261										
	21.0100	78	56,543										
Columbus	01.0301	47	37,792										
	20.0101	22	15,586										X
	07.0701	48	22,985										
Conrad	01.0301	98	28,255										
	20.0101	73	20,812										X
	07.0701	47	31,127										
	21.0100	53	19,461										
Corvallis	20.0101	105	18,842										X
	07.0601	26	12,594										

FISCAL YEAR 1984 FUNDING
Secondary Vocational Education
State/Local Funding of LEA's

Location	CIP	9-12 Enrollment Projection ANB	State/Local Funding	Federal Funding Cross Reference See page noted Dis	Hdc	DisH	SexB Dis	Hdc	Guid	Exem	Curr	HoEc
Culbertson	20.0101	16	7,904									X
	07.0601	20	2,558									
Custer	01.0301	27	32,446									
	07.0701	13	16,902									
Cut Bank	20.0101	113	24,313									X
	20.0301	13	4,056									
	20.0401	5	4,396									
	07.0701	4	27,433									
	47.0604	25	27,536									
	46.0201	13	12,569									
	21.0100	57	11,500									
Columbia Falls	08.0705C	29	12,593									
	07.0601	49	27,702									
	20.0101	566	new program									
	20.0201	176	new program									
	20.0301	48	new program									
	21.0100	318	43,172									
Deer Lodge	01.0301	50	23,383									
(Powell Co. H.S.)	20.0101	127	20,513									X
Denton	01.0301	32	27,222									
	20.0101	9	16,170									X
Dillon	01.0301	67	40,941									
(Beaverhead Co. H.S.)	20.0101	136	24,859									X
	07.0601	70	29,631									
Dutton	01.0301	28	22,700									
Ekalaka	01.0301	70	23,191									
(Carter Co. H.S.)	20.0101	53	18,366									X
Eureka	20.0101	92	18,603		X			X				
(Lincoln Co. H.S.)	07.0701	36	10,168									
	47.0604	20	15,310									
	21.0100	121	53,064									

FISCAL YEAR 1984 FUNDING
Secondary Vocational Education
State/Local Funding of LEA's

Location	CIP	9-12 Enrollment Projection ANB	State/Local Funding	Federal Funding Cross Reference See page noted Dis	Hdc	DisH	SexB	Dis	Hdc	Guid	Exem	Curr	HoEc
Fairfield	01.0301	40	19,745										
	20.0101	46	16,512										X
	07.0601	25	22,028										
	47.0604	20	14,925										
Fairview	01.0301	65	48,310										
	20.0101	40	18,744										X
	07.0701	20	24,890										
	21.0100	60	22,532										
Florence-Carlton	20.0101	39	7,070		X								
	07.0701	32	20,977										
	21.0100	92	19,775										
Forsyth	01.0301	66	26,494										
	20.0101	50	21,026										X
	07.0601	40	30,718										
Fort Benton	20.0101	59	11,735										X
	07.0601	16	14,803										
	47.0604	17	10,439										
	48.0501	20	10,439										
Fromberg	01.0301	39	24,097										
	20.0101	22	11,239										X
	07.0701	21	10,321										
Glasgow	20.0101	130	41,946										X
	07.0701	81	6,833										
	47.0604	56	29,315										
	21.0100	93	29,082										
Glendive	08.0705C	94	15,464										
	20.0101	130	30,408										X
	07.0701	108	10,767										
	47.0604	90	17,666										
	48.0508	74	28,321										
	21.0100	168	22,667										

FISCAL YEAR 1984 FUNDING
Secondary Vocational Education
State/Local Funding of LEA's

Location	CIP	9-12 Enrollment Projection ANB	State/Local Funding	Federal Funding Cross Reference See page noted Dis	Hdc	DisH	SexB	Dis	Hdc	Guid	Exem	Curr	HoEc
Great Falls	08.0705C	257	71,307		X								
	20.0101	894	144,950										X
	20.0401	38	7,081										
	07.0701	582	93,195										
	07.0701C	31	7,498										
	07.0601	192	17,996										
	07.0601C	46	3,856										
	47.0604	74	38,087										
	46.0201	97	58,101										
	48.0101	64	45,367										
	47.0101	40	37,949										
	48.0501	72	52,146										
Hamilton	20.0101	124	23,541										X
	07.0701	125	44,154										
	46.0201	13	8,031										
	21.0100	244	49,337										
Hardin	01.0301	75	19,428										
	08.0705C	14	8,398										
	20.0101	205	24,457										X
	07.0701	167	12,311										
	07.0601	43	3,005										
	07.0601C	5	775										
	47.0604	62	19,434										
	46.0201	7	5,600										
	21.0100	59	24,026										
Harlem	01.0301	44	36,564										
	20.0101	51	34,693										
Harlowton	01.0301	33	29,113										
	20.0101	48	23,405										X
	07.0601	6	13,672										

FISCAL YEAR 1984 FUNDING
Secondary Vocational Education
State/Local Funding of LEA's

Location	CIP	9-12 Enrollment Projection ANB	State/Local Funding	Federal Funding Cross Reference See page noted Dis	Hdc	DisH	SexB	Dis	Hdc	Guid	Exem	Curr	HoEc	SpNds
Havre	08.0705C	65	16,777											
	20.0101	176	36,434										X	
	20.0401	46	13,867											
	07.0701	170	26,754											
	07.0701C	13	2,957											
	47.0604	24	26,268											
	21.0100	148	28,787											
Hays-Lodge Pole	01.0100	30	special needs											X
Helena	08.0705C	215	37,952		X						X			
	20.0101	772	105,530										X	
	20.0401	15	8,680											
	07.0701	230	83,504											
	07.0601	134	30,270											
	07.0601C	7	6,523											
	47.0604	354	111,516											
	46.0201	98	51,571											
	48.0101	150	60,988											
	47.0101	179	46,478											
	48.0508	248	73,199											
	47.0606	20	15,494											
	21.0100	203	44,779											
Hinsdale	01.0301	36	35,260											
	20.0101	15	14,435										X	
Hobson	01.0301	27	14,517											
	20.0101	26	13,619										X	
	07.0701	28	5,225											
Hot Springs	20.0101	35	18,838										X	
	07.0701	24	24,693											
	21.0100	72	16,084											
Joliet	01.0301	47	15,727											
	07.0601	28	11,809											

FISCAL YEAR 1984 FUNDING
Secondary Vocational Education
State/Local Funding of LEA's

Location	CIP	9-12 Enrollment Projection ANB	State/Local Funding	Federal Funding Cross Reference See page noted Dis	Hdc	DisH	SexB	Dis	Hdc	Guid	Exem	Curr	HoEc
Joplin-Inverness	20.0101	14	21,175										
	07.0701	9	9,009										
	21.0100	22	11,500										
Jordan	20.0101	34	30,984		X								X
(Garfield Co. H.S.)	07.0601	27	30,444										
	21.0100	43	33,418										
Kalispell	01.0301	110	75,311		X								
(Flathead H.S.)	08.0705	39	13,827										
	20.0101	344	82,777										X
	07.0701	37	32,413										
	07.0601	16	6,115										
	47.0604	59	33,496										
	47.0603	59	20,535										
	46.0201	31	30,146										
	48.0101	74	29,474										
	48.0201	41	7,327										
	48.0501	34	31,783										
Judith Gap	01.0301	8	18,983										
	07.0601	6	23,308										
Laurel	20.0101	104	60,520										X
	07.0701	114	40,810										
	07.0601	27	6,315										
	47.0604	14	35,031										
	21.0100	112	12,132										
Lewistown	01.0301	63	36,023										
(Fergus H.S.)	20.0101	158	24,184										X
	07.0601	34	38,847										

FISCAL YEAR 1984 FUNDING
Secondary Vocational Education
State/Local Funding of LEA's

Location	CIP	9-12 Enrollment Projection ANB	State/Local Funding	Federal Funding Cross Reference See page noted								
				Dis	Hcd	DisH	SexB	Dis	Hdc	Guid	Exem	Curr	HoEc
Libby	08.0705C	59	21,775										
	20.0101	285	30,309										X
	07.0701C	20	2,998										
	07.0601C	28	11,214										
	47.0604	76	27,655										
	48.0508	55	36,039										
Livingston	01.0301	114	32,540						X				
Park Co. HS	08.0705C	12	7,816										
	20.0101	134	40,852										
	07.0701	44	18,386										
	07.0601	107	31,802										
	07.0601C	27	16,895										
	46.0201	21	15,698										
	21.0100	67	17,756										
Lodge Grass	07.0701	17	new program										
	01.0301	29	new program										
	21.0100	41	13,400										
Malta	01.0301	66	27,560										
	07.0601	68	26,658										
	20.0101	82	28,595										X
Manhattan	01.0301	127	30,414		X								X
	20.0101	35	15,943										X
	07.0701	60	new program										
Medicine Lake	01.0301	42	25,561										
	20.0101	24	14,950										X
Melstone	01.0301	30	24,265										
	20.0101	11	3,726										X
Miles City	01.0301	36	33,118										
(Custer Co. H.S.)	20.0101	108	21,531										X
	07.0701	181	31,587										
	47.0604	34	26,046										
	46.0201	13	14,601										
	21.0100	164	52,181										

FISCAL YEAR 1984 FUNDING
Secondary Vocational Education
State/Local Funding of LEA's

Location	CIP	9-12 Enrollment Projection ANB	State/Local Funding	Federal Funding Cross Reference See page noted Dis	Hdc	DisH	SexB Dis	Hdc	Guid	Exem	Curr	HoEc
Missoula	01.0301	96	37,524	X	X							
	03.0401	119	56,768	(LESA)								
	08.0705C	211	105,634									
	20.0101	1,587	210,240									X
	20.0201	128	9,518									
	20.9999	40	13,358									
	07.0601	613	269,094									
	07.0601C	97	156,493									
	48.0101	52	29,304									
	21.0100	420	161,630									
Nashua	20.0101	43	21,667									X
	07.0701	14	25,601									
	21.0100	37	27,204									
Opheim	01.0301	23	22,643									
	20.0101	18	22,726									X
	07.0601	24	18,502									
Park City H.S.	01.0301	70	30,832		X							
	20.0101	48	16,423									X
Plentywood	01.0301	89	24,506									
	20.0101	43	20,016									X
Plevna	01.0301	14	12,705									
	20.0101	18	13,828									X
Polson	01.0301	80	35,347									
	20.0101	106	23,068									X
	20.0401	53	6,027									
	07.0701	93	28,961									
	48.0201	39	6,547									
	21.0100	202	41,274									

FISCAL YEAR 1984 FUNDING
Secondary Vocational Education
State/Local Funding of LEA's

Location	CIP	9-12 Enrollment Projection ANB	State/Local Funding	Federal Funding Cross Reference See page noted									
				Dis	Hdc	DisH	SexB	Dis	Hdc	Guid	Exem	Curr	HoEc
Red Lodge	03.0301	20	11,900										
	20.0101	49	22,881										X
	07.0601	25	13,016										
	47.0604	18	22,676										
	48.0508	18	16,918										
Ronan	01.0301	122	44,040										
	20.0101	203	51,766									X	
	07.0701	108	96,937										
	07.0601	11	2,110										
	46.0201	45	30,922										
	21.0100	60	23,190										
Rosebud	01.0301	33	14,576										
	20.0101	43	17,126										X
	07.0701	25	19,963										
Roundup	01.0301	53	25,073										
	20.0101	62	16,500										X
	07.0701	3	6,754										
	47.0604	12	8,325										
	21.0100	26	8,325										
Rudyard	20.0101	18	28,317										X
(Blue Sky H.S.)	48.0508	13	17,606										
Saco	07.0701	22	15,422										
Sand Coulee	20.0101	49	15,707										X
(Centerville H.S.)	20.0301	5	12,176										
	07.0701	22	2,250										
	21.0100	14	8,634										
Scobey	01.0301	30	16,892										
	20.0101	68	14,820										X
	21.0100	16	6,587										

FISCAL YEAR 1984 FUNDING
Secondary Vocational Education
State/Local Funding of LEA's

Location	CIP	9-12 Enrollment Projection ANB	State/Local Funding	Federal Funding Cross Reference See page noted Dis	Hdc	DisH	SexB	Dis	Hdc	Guid	Exem	Curr	HoEc
Shelby	01.0301	34	33,236										
	20.0101	130	23,533										X
	07.0701	20	66,096										
	47.0604	34	42,230										
Shepherd	20.0101	73	17,380										X
	07.0701	55	12,133										
	47.0604	17	18,099										
	21.0100	83	23,758										
Sheridan	01.0301	51	15,012										
	20.0101	94	18,253										X
	07.0601	13	9,388										
Sidney	01.0301	63	19,479										
	20.0101	309	28,913										X
	07.0601	64	7,129										
	07.0601C	23	1,166										
	21.0100	21	6,700										X
Simms	01.0201	76	4,819										
	20.0101	119	24,556										
	07.0601	20	8,803										
	07.0701	21	19,064										
Stevensville	01.0301	55	25,559										
	20.0101	162	19,828										X
	07.0701	46	22,433										
St. Ignatius	07.0701	5	2,500										
	20.0101	24	new program										
	46.0201	7	18,895										
	48.0503	9	18,895										
	21.0100	25	25,192										

FISCAL YEAR 1984 FUNDING
Secondary Vocational Education
State/Local Funding of LEA's

Location	CIP	9-12 Enrollment Projection ANB	State/Local Funding	Federal Funding Cross Reference See page noted Dis	Hdc	DisH	SexB	Dis	Hdc	Guid	Exem	Curr	HoEc
Sunburst	20.0101	21	10,941										X
	47.0604	12	26,922										
	21.0100	9	18,198										
Three Forks	20.0101	40	23,915										X
	07.0701	32	30,505										
Townsend	20.0101	34	15,890										X
	07.0601	40	13,018										
Troy	20.0101	50	33,955										X
	07.0601	11	30,895										
	46.0201	16	13,819										
	48.0508	18	13,819										
Turner	01.0301	27	26,273										
Twin Bridges	01.0301	22	26,338										
	20.0101	44	20,930										X
Victor	20.0101	27	12,000										X
	20.0401	8	4,778										
	07.0701	12	10,539										
	21.0100	17	7,435										
Wibaux	20.0101	48	18,347										X
	07.0701	49	18,402										
Winifred	01.0301	33	34,461										
Whitefish	20.0101	240	34,108		X								X
	07.0701	100	31,087										
	48.0508	56	25,586										
	47.0606	41	31,000										
	21.0100	97	36,880										

FISCAL YEAR 1984 FUNDING
Secondary Vocational Education
State/Local Funding of LEA's

Location	CIP	9-12* Enrollment Projection ANB	State/Local Funding	Federal Funding Cross Reference See page noted								
				Dis	Hdc	DisH	SexB	Dis	Hdc	Guid	Exem	Curr	HoEc
Whitehall	01.0301	39	26,965									
	07.0601	43	2,300									
	20.0101	68	24,204									X
	21.0100	35	22,262									
Westby	20.0101	24	14,729									X
White Sulphur Springs	20.0101	39	12,545									X
	07.0601	11	8,509									
Wolf Point	01.0301	24	22,733									
	20.0101	80	24,536									X
	07.0601	8	31,502									
	21.0100	31	6,400									
Worden	01.0301	23	36,145									
(Huntley Project	07.0701	47	12,223									
	20.0101	61	50,628									X
	46.0201	6	4,600									
	21.0100	61	8,700									
TOTALS		31,812*	11,184,746									

*Reflects duplicated enrollments between programs.
Adjusted for annual enrollment = 26,085.

CONSUMER AND HOMEMAKING EDUCATION

Consumer and homemaking instructional programs prepare male and female students for the occupation of homemaking and preparation for combining the roles of homemaker and wage earner. These programs are based upon the following subject matter areas: 1) child growth, care, and development; 2) clothing and textiles; 3) consumer education; 4) food and nutrition; 5) family living/relations and parenthood education; 6) home management; and 7) housing, home furnishings, and equipment. Programs consist of organized instruction and supervised laboratory experiences in formal and informal settings.

Consumer and homemaking programs shall be designed to encourage elimination of sex stereotyping; give greater consideration to economic, social, and cultural conditions and needs, especially in economically depressed areas. Activities of the vocational home economics education student organization, Future Homemakers of America, are included as an integral part of the instructional programs including recognition, performance and competency activities.

At least one-third of the funds available under Section 150 of the Act will be used to pay up to 90 percent of the cost of programs in economically depressed areas. These programs shall be designed to assist consumers, help improve home environment, and help improve the quality of family life. The remainder of the funds available under Section 150 of the Act will be used to pay up to 50 percent of the cost of the educational programs in consumer homemaking.

FISCAL YEAR 1984 FUND ALLOCATIONS
SECTION 150

Consumer Homemaking
Depressed Areas

LEA	FY 83* Actual Local Excess Cost	Projected 90/10 Reimbursement
Anaconda HS		
Flathead HS (Kalispell)		
Bigfork HS		
Whitefish HS		
Browning HS		
Cut Bank HS		
Troy HS		
Corvallis HS		
Stevensville HS		
Victor HS		
Hamilton HS		
Hot Springs HS		
Libby HS		
Lincoln Co. HS (Eureka)		
	100,539	36,154

Calculation of Funding:

Federal funds available	108,474
x 33.33%	36,154

*Final expenditure reports are not due until July 15, 1983. Adjustments may be made depending upon evaluation and fiscal maintenance.

FY 1984 HOME ECONOMICS
FEDERAL LOCAL ALLOCATIONS PROJECTIONS

LEA	CIP Code	Projected Total	Local	Estimated Federal
Dillon	20.0101			
Hardin	(all below			
Chinook	the same)			
Townsend				
Red Lodge				
Bridger				
Fromberg				
Ekalaka				
Great Falls				
Cascade				
Sand Coulee				
Belt				
Simms				
Fort Benton				
Big Sandy				
Miles City				
Scobey				
Glendive				
Baker				
Plevna				
Lewistown				
Denton				
Manhattan				
Bozeman				
Three Forks				
Belgrade				
Jordan				
Havre				
Rudyard				
Whitehall				
Boulder				
Hobson				
Polson				
Ronan				
Helena				
Sheridan				
Twin Bridges				
White Sulphur Springs				
Missoula				
Roundup				
Melstone				
Malta				

Projected expenditures by LEA will not be available until project applications are received on July 15, 1983.

LEA	CIP Code	Projected Total	Local	Estimated Federal
Conrad	20.0101			
Broadus	(all below			
Deer Lodge	the same)			
Sidney				
Fairview				
Culbertson				
Wolf Point				
Forsyth				
Rosebud				
Colstrip				
Westby				
Medicine Lake				
Plentywood				
Park City				
Columbus				
Absarokee				
Big Timber				
Choteau				
Fairfield				
Sunburst				
Shelby				
Hinsdale				
Opheim				
Glasgow				
Nashua				
Harlowton				
Wibaux				
Laurel				
Broadview				
Worden				
Shepherd				
TOTALS				

FISCAL YEAR 1984

Project Wage Earning Home Economics Programs

LEA	CIP Code	Enrollment	Local/State Funding
Billings Public Schools	20.0201	90	2,654
Billings Public Schools	20.0301	42	7,942
Columbia Falls High School	20.0201	116	*
Columbia Falls High School	20.0401	48	*
Cut Bank High School	20.0301	5	4,056
Cut Bank High School	20.0401	13	4,056
Great Falls Public Schools	20.0401	38	7,081
Havre High School	20.0401	46	13,867
Helena Public Schools	20.0401	15	1,172
Missoula County High Schools	20.0201	128	9,518
Missoula County High Schools	20.9999	40	13,358
Polson High School	20.0401	53	6,017
Centerville High School	20.0301	5	12,176
			81,907

*New programs in FY 1984. Data on expenditures will not be available until July 15, 1983.

E. Summary

Section 11 has illustrated the overall anticipated expenditures associated with vocational education efforts in Montana for 1984. Specific budget detail sheets relating to sub-parts and sections of the federal allocation were provided to enhance planning.

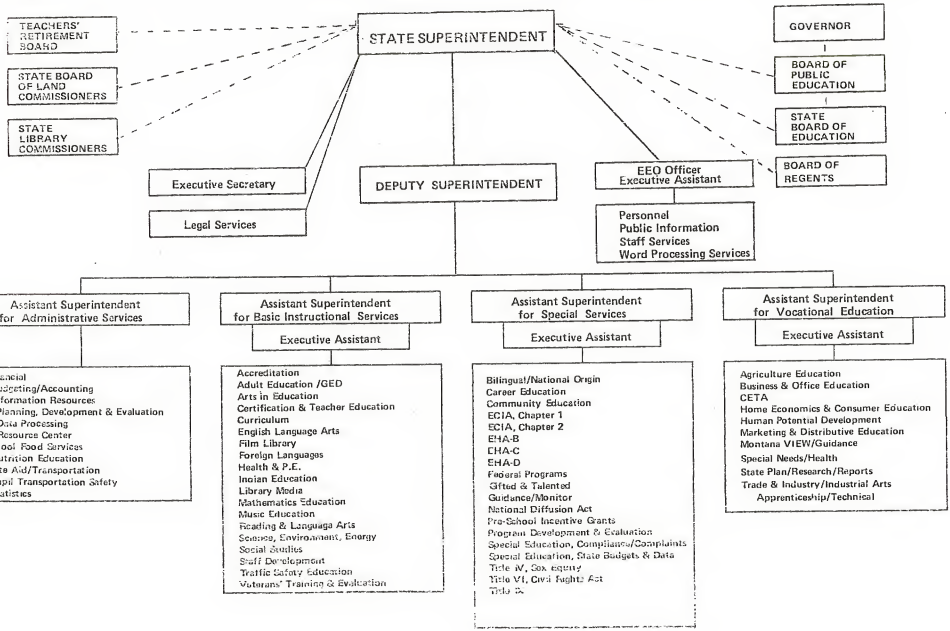
State expenditures for secondary vocational education by CIP code and projected average number belonging were presented with a cross-reference to federal funding noted in the detailed portions of the federal allocations and within the consumer homemaking portion of Section 11.

Expenditures for the public community colleges and Indian community colleges appear in the appendix.

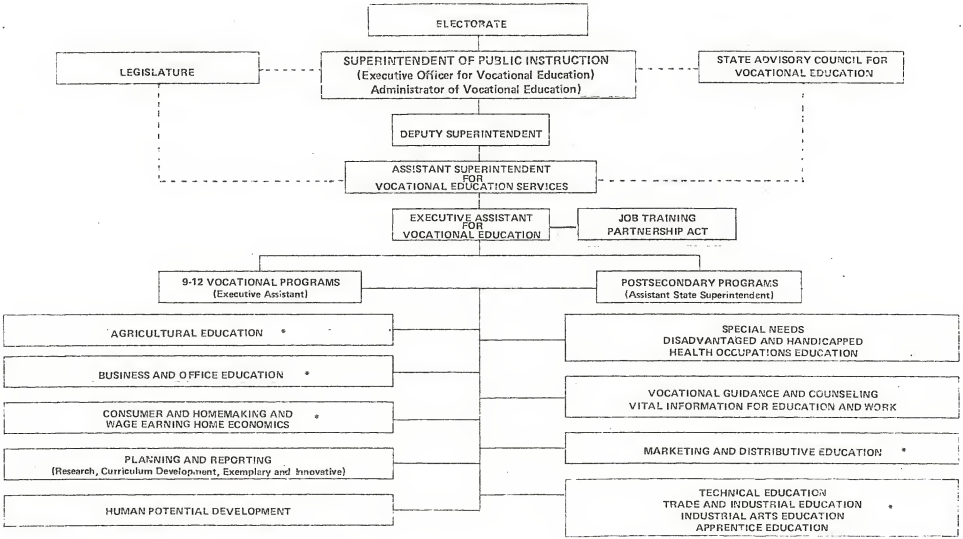
SECTION 12

MONTANA VOCATIONAL EDUCATION

ORGANIZATION AND STAFFING


TEACHERS' RETIREMENT BOARD
STATE BOARD OF LAND COMMISSIONERS
STATE LIBRARY COMMISSIONERS
STATE SUPERINTENDENT
GOVERNOR
BOARD OF PUBLIC EDUCATION
STATE BOARD OF EDUCATION
BOARD OF REGENTS
Executive Secretary
Legal Services
DEPUTY SUPERINTENDENT
EEO Officer
Executive Assistant
Personnel
Public Information
Staff Services
Word Processing Services
Assistant Superintendent for Administrative Services
Financial
Budgeting/Accounting
Information Resources
Planning, Development & Evaluation
Data Processing
Resource Center
School Food Services
Nutrition Education
State Aid/Transportation
Pupil Transportation Safety
Statistics
Assistant Superintendent for Basic Instructional Services
Executive Assistant
Accreditation
Adult Education /GED
Arts in Education
Certification & Teacher Education
Curriculum
English Language Arts
Film Library
Foreign Languages
Health & P.E.
Indian Education
Library Media
Mathematics Education
Music Education
Reading & Language Arts
Science, Environment, Energy
Social Studies
Staff Development
Traffic Safety Education
Veterans' Training & Evaluation
Assistant Superintendent for Special Services
Executive Assistant
Bilingual/National Origin
Career Education
Community Education
ECIA, Chapter 1
ECIA, Chapter 2
EHA-B
EHA-C
EHA-D
Federal Programs
Gifted & Talented
Guidance/Monitor
National Diffusion Act
Pre-School Incentive Grants
Program Development & Evaluation
Special Education, Compliance/Complaints
Special Education, State Budgets & Data
Title IV, Sex equity
Title VI, Civil Rights Act
Title IX
Assistant Superintendent for Vocational Education
Executive Assistant
Agriculture Education
Business & Office Education
CETA
Home Economics & Consumer Education
Human Potential Development
Marketing & Distributive Education
Montana VIEW/Guidance
Special Needs/Health
State Plan/Research/Reports
Trade & Industry/Industrial Arts
Apprenticeship/Technical

VOCATIONAL EDUCATION SERVICES



NOTE: Student organizational leadership at the state level is vested in program areas indicated by *.

A. Directory of Personnel

Name	Title	Phone
Gene R. Christiaansen	Assistant Superintendent for Vocational Education Services	(406)449-2410
Helen Dunbar	Administrative Secretary	449-2410
James Whealon	Executive Assistant	449-2410
Leonard Lombardi	Agriculture/Apprenticeship Education Specialist--FFA Advisor	449-2410
Marion Reed	Business and Office Education Specialist--OEA Advisor	449-2059
Mary Elizabeth McAulay	Consumer and Homemaking/Wage Earning Home Economics Education Specialist--FHA/HERO Advisor	449-2059
Redina Berscheid	Marketing and Distributive Education Specialist--DECA Advisor	449-3036
Barbara Crebo	Health/Special Needs Education Specialist	449-3036
Kay Burkhardt	Human Potential Development Specialist (Sex Equity)	449-3137
Bob Parsley	Job Training Partnership Act/ Indian Education Specialist	449-2087
Jeff Wulf	Trades/Industry and Technology Education Specialist--VICA Advisor	449-2410
Montez Briggs	VIEW/Guidance and OCR Specialist	449-2410
Robert Ruthemeyer	Research, Planning and Reports Specialist	449-2410
Ed Argenbright	State Superintendent, Office of Public Instruction--Executive Officer and Sole Agent for Vocational Education	449-3654

B. Department of Vocational Education Services Goals for the 1984 Annual Plan

1. Planning

1.1 Development of a needs assessment document and process for replication at the LEA/OER levels. The documentation will be utilized as a basis for local planning. Funding will eminate from research and planning.

1.1.1 Field test the needs assessment procedure in use with LEA/OER.

1.1.2 Needs based planning will be used in funding patterns.

1.1.3 Needs based data will be used to define curriculum development priorities.

1.1.4 Needs based data will be used in equipment acquisition.

1.1.5 Needs based data will define professional development activities.

1.1.6 Needs based data will focus articulation activities.

1.1.7 Needs based data will direct competency based curriculum activities in concert with local advisory committees.

1.2 Requests for proposals for FY 1985 projects will be issued to LEA/OER's in September/October 1983.

1.3 Vocational Education Data System reports will be completed by December 1, 1983 for submission to NECS.

1.4 The 1985 Annual Plan and 1983 Accountability Report will begin in November of 1984.

2. Evaluation--Secondary

2.1 Secondary evaluations will be scheduled with appropriate notification given to LEA/OER's prior to visitation.

2.1.1 Secondary program evaluations are scheduled for:

a. Augusta
b. Belfry
c. Big Timber
d. Big Sandy
e. Box Elder
f. Bridger
g. Browning
h. Broadview
i. Chinook
j. Choteau
k. Centerville
l. C.M. Russell
m. Conrad
n. Denton
o. Fairfield
p. Fromberg
q. Fort Benton
r. Great Falls H.S.
s. Harlowton
t. Hobson
u. Joliet
v. Joplin
w. Judith Gap
x. Laurel
y. Park City
z. Red Lodge
aa. Rudyard
bb. Shelby
cc. Simms
dd. Winifred
ee. Whitehall

2.1.2 Evaluation reports will be on file.

2.1.3 Follow-up will be documented.

2.1.4 Technical assistance will be documented.

2.1.5 Status of approval, disapproval and/or probation will be documented with correspondence support to LEA's.

3. Follow-up--Secondary

3.1 Follow-up desk audits will be scheduled for the following LEA's:

a. Absarokee
b. Anaconda
c. Bigfork
d. Boulder
e. Cascade
f. Helena Capital
g. Corvallis
h. Cut Bank
i. Dillon
j. Deer Lodge
k. Eureka
l. Hamilton
m. Havre
n. Harlem
o. Helena H.S.
p. Hellgate (Missoula)
q. Hot Springs
r. Libby
s. Livingston (Park Co.)
t. Lewistown
u. Polson
v. Ronan
w. St. Ignatius
x. Sunburst
y. Three Forks
z. Townsend
aa. Turner
bb. Twin Bridges
cc. White Sulphur Springs

4. Evaluation--Postsecondary

4.1 Postsecondary vocational-technical center evaluations will be conducted at the five locations. Prior notification will be given to the center directors.

5. Office of Civil Rights Visitations

5.1 OCR reviews will be scheduled, communicated to LEA/OER's and conducted in accord with Montana's MOA for Civil Rights.

6. Student organizational activities will be coordinated and supervised to enhance the integration of activities within the appropriate curriculum.

7. Accountability

7.1 Accountability activities to insure the quality and relevance of programs, services and activities to meet the training needs of individuals and labor markets will include:

7.1.1 Use of program support elements.

7.1.1.1 List of advisory committee membership

7.1.1.2 Advisory committee minutes on file

7.1.1.3 Advisory committee recommendation will be summarized

7.1.2 Programs will be identified with course sequence for each approved secondary vocational education program.

7.1.2.1 Course outlines will be kept on file at the LEA for each course of a program sequence.

7.1.3 Enrollment data will be provided for VEDS reporting inclusive of but not limited to:

7.1.3.1 Sex

7.1.3.2 Handicap

7.1.3.3 Disadvantage

7.1.3.4 Minority/Ethnic designation; by program of enrollment

7.1.4 Teacher data will be collected as above in addition to certification status.

7.1.5 Evaluation results will be reported for the 1983 accountability report and will direct appropriate activities for the 1985 Annual Plan.

7.1.6 Student follow-up will be reported for LEA's in the western and central regions by VEDs criteria.

7.1.7 Employer follow-up will be reported for LEA's in the western and central regions by VEDs criteria.

7.1.8 LEA/OER programs exhibiting a supply in excess of 50 percent of the annual occupational demand will be evaluated in depth to determine the need for continuance and/or recommendation for discontinuance.

7.1.9 Postsecondary vocational-technical centers will refine:

- 7.1.9.1 Student placement
- 7.1.9.2 Student follow-up
- 7.1.9.3 Employer follow-up
- 7.1.9.4 Enrollment data and student follow through

7.1.10 All program offerings in vocational-technical education will be converted to the Classification of Instructional Codes.

7.1.11 Core curriculum offerings at the postsecondary level will be identified in:

- 7.1.11.1 Office education programs
- 7.1.11.2 Automotive mechanics programs

8. Professional Development

8.1 Professional development will continue to focus on the needs for:

- 8.1.1 Technological updating.
- 8.1.2 Serving the disadvantaged and handicapped.
- 8.1.3 Eliminating sex discrimination and sex stereotyping.
- 8.1.4 Computer based instruction.
- 8.1.5 Support methods to retain instructional staff at the LEA/OER levels.
- 8.1.6 Statewide inservice programs
- 8.1.7 Safety education will be emphasized in seminars, workshops, publications and inservice.

9. Improved Communications

9.1 The Department of Vocational Education Services will coordinate:

- 9.1.1 Facility evaluations with appropriate state agencies.
- 9.1.2 Articulation between secondary, postsecondary and collegiate levels to encourage competency-based curriculum.
- 9.1.3 Department of Labor, Commerce and other executive branch agencies communications to expand and enhance vocational education.

9.2 The Department of Vocational Education Services will provide for the development of an audiovisual series on career opportunities at the vocational-technical centers for general distribution to high school counselors, service organizations and other interested parties.

9.3 A postsecondary vocational-technical program offerings flyer for Indian community colleges will be developed and distributed.

9.4 The Department of Vocational Education Services will assist in the integration of occupational supply/demand data into a career information system which is readily available and cost efficient for schools, agencies, and others statewide.

9.5 An in-depth review of required information and forms will be made to reduce the paper flow by 20 percent for state funded secondary programs.

10. Curriculum Development
    10.1 The Department of Vocational Education Services will continue to emphasize competency based curriculum development at the secondary level.
    10.2 The Department of Vocational Education Services staff will continue the development of competency based curriculum offerings at the postsecondary vocational-technical centers.
        10.2.1 Competency based curriculum development in accounting/bookkeeping will be defined and developed as a pilot in conjunction with the vocational-technical centers.
        10.2.2 A plan of scope and sequence for the completion of CBC in all business education programs at the vocational-technical centers in the interim of 1984-1988 will be developed.
        10.2.3 A core curriculum in program offerings of auto mechanics will be defined as the initial step toward the competency based auto mechanics curriculum.
    10.3 Department of Vocational Education Services staff will continue the emphasis of curriculum updating and revision.
        10.3.1 Curriculum development will include:
            10.3.1.1 Intravenous Therapy for Practical Nurses
            10.3.1.2 Word Processing--CPT Instructional Materials
            10.3.1.3 Distributive Education Guidelines Update
            10.3.1.4 Development and Implementation of Wage Earning Home Economics Programs
            10.3.1.5 Computer Assisted Instruction in Feeds and Feeding
            10.3.1.6 Vo-Ag Curriculum Resource Unit Update
            10.3.1.7 Curriculum Guide for Industrial Education

11. Development of Equipment Replacement Schedule
    11.1 Replacement equipment schedules will be developed for adoption at the postsecondary and secondary levels consistent with local board approval.

The Department of Vocational Education Services will maintain an operational philosophy of involvement with service providers, councils, individuals, agencies and professional organizations in order to develop a coordinated system of vocational education that meets the needs of the state's residents, businesses and industries in the year 1984 and beyond.

SECTION 13

APPENDIX

Appendix Materials

1. Supply/Demand Report
2. Private Schools Listing
3. Postsecondary Vocational-Technical Centers--Funding--1985 Biennium
4. Application Forms
5. Evaluation Instruments--Secondary, Postsecondary
6. Minutes of Planning Council Meetings
7. Public and Indian Community College Direct Instructional Cost Projections

MONTANA OCCUPATIONAL

SUPPLY/DEMAND REPORT

MONTANA OCCUPATIONAL AND EDUCATIONAL/
TRAINING PROGRAM CLUSTERS

CLUSTER LIST

Agriculture Cluster

- AG1 Agriculture Production Occupation
- AG2 Agriculture Business Occupation
- AG3 Agriculture Mechanics
- AG4 Horticulture and Landscaping Occupations
- AG5 Forestry Occupation

Graphic Arts Clusters

- GX1 Advertising
- GX2 Drafting
- GX3 Commercial Art

Health Clusters

- HE 1 Medical Record Technologist
- HE 2 Dental Assistant
- HE 3 Dental Hygienist
- HE 4 Medical Laboratory Technician
- HE 5 Licensed Practical Nurse
- HE 6 Medical Nursing Assistant
- HE 7 Treatment Services Occupations
- HE 8 Radiologic Technician
- HE 9 Registered Nurse
- HE10 Physician

Marketing Clusters

- MK1 Real Estate Marketing
- MK2 Marketing Management
- MK3 Retail Marketing
- MK4 Recreation and Tourism

Office Clusters

- OF1 Bookkeeping and Accounting
- OF2 Clerical Office Practice
- OF3 Communications Clerical
- OF4 Personnel and Labor Relations
- OF5 Secretarial Office Practice
- OF6 Office Management
- OF7 Key Entry Operations
- OF8 Computer Science Occupations

Public Service Clusters

- PS1 Emergency Medical Technician
- PS2 Fire and Fire Safety
- PS3 Police Science

Skill Clusters

- SK1 Electrical Occupations
- SK2 Electronic Occupations
- SK3 Air Conditioning and Regrigeration
- SK4 Welding Occupations
- SK5 Carpentry and Construction Trades
- SK6 Heavy Equipment Mechanics and Operators
- SK7 Automotive and Engine Mechanics
- SK8 Machine Shop
- SK9 Metalworking Occupations

Service Clusters

- SV1 Institutional & Building Service Occupations
- SV2 Vehicle Operators
- SV3 Barbering
- SV4 Cosmetology
- SV5 Child Care Services
- SV6 Food Production, Management & Services

Technology Clusters

- TC1 Power Station Operators
- TC2 Civil Technology Occupuations
- TC3 Chemical Technology Occupations
- TC4 Environmental Control Technology Occupations
- TC5 Mechanical Technology Occupations
- TC6 Instrument Technology Occupations
- TC7 Textile Technology Occupations
- TC8 Commercial Aviation Occupations
- TC9 Industrial Engineering Occupations

PRELIMINARY REPORT

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AG1-AGRICULTURE PRODUCTION

OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOYMENT-1980	PROJ EMPLOYMENT-1990	AVERAGE GROWTH	AVERAGE REPLACEMENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
61086230	SUGAR BOILERS	25	19				
CLUSTER TOTAL		25	19				5529

MONTANA SJICC (6610)
ROOM C317 - COGSWELL BUILDING
STATE CAPITOL COMPLEX

HELENA, MT 59620

AG2-AGRICULTURE BUSINESS

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10040200	AGRICULTURAL SCIENTISTS	497	542	5	16	21	
	10080201	BIO & AGRICUL SCI TE	17	13				
	50142603	MILLERS						
	61086223	PRESSERS, EXPELLER OPERATORS	12	9				
	61086236	FEED PELLET MILL OPERATORS	51	58	1	1	2	
	61086241	GRAIN RECEIVERS						
	61089013	DEHAIRING MACHINE OPERATORS	19	20				
	61089052	EXTRACTOR OPERATORS, EXT PL OP						
	61089061	SPLITTING MACHINE FEEDERS						
	61089065	STICKERS						
	61089069	STUNNERS						
	61089070	TACKERS, TOGGLERS, & PASTERS						
	61089073	TREATERS						
	80000200	ANIMAL CARETAKERS	142	156	1	5	6	
	80001016	WEIGHERS, PRODUCTION						
CLUSTER TOTAL			738	798	7	22	29	249

AG3-AGRICULTURE MECHANICS

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOYMENT-1980	PROJ EMPLOYMENT-1990	AVERAGE GROWTH	AVERAGE REPLACEMENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10022005	AGRICULTURAL ENGINEERS	33	84	5	2	7	
	50081600	FARM EQUIPMENT MECHANICS	62	80	2	1	3	
CLUSTER TOTAL			95	164	7	3	10	96

AG4-HORTICULTURE & LANDSCAPING

OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOYMENT-1980	PROJ EMPLOYMENT-1990	AVERAGE GROWTH	AVERAGE REPLACEMENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
80001401	GARDENERS & GROUNDSKEEPERS	806	1,057	25	25	50	
CLUSTER TOTAL		806	1,057	25	25	50	188

AG5-FORESTRY LOGGING & LUMBER

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOYMENT-1980	PROJ EMPLOYMENT-1990	AVERAGE GROWTH	AVERAGE REPLACEMENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10040601	BIOLOGICAL SCIENTISTS	432	436		10	10	
	10041600	LIFE&PHYSICAL SCIENTISTS,NEC	117	140	2	1	3	
	10081808	TIMBER CRUISERS	20	24		1	1	
	10081812	PHYSICAL SCIENCE TECHNICIANS	9	25	2		2	
02.04.01	10241600	FORESTERS & CONSERV SCIENTIST	850	837		30	30	
	50142001	LOG INSPECTORS,GRADERS,SCALER	55	63	1	4	5	
	50142002	LUMBER GRADERS	136	157		9	9	
	50142003	VENEER GRADERS	14	16		1	1	
	50142004	SORTER OPERATORS,GREEN LUMBER	26	30		2	2	
	61021001	VENEER LATHE OPERATORS	41	47	1	1	2	
	61021005	LATHE OPERATORS,WOOD	11	13				
	61021007	MILLING/PLANING MACHINE OPERA						
	61021009	SHAPER &/OR ROUTER OPERATORS	98	113	2	2	4	
	61021401	BORING MACHINE OPERATORS,WOOD						
	61021404	WOOD MACHINISTS	36	47	1	1	2	
	61080418	CORE LAYERS/SHEET TURNERS						
	61081461	VENEER JOINTER OPERATORS						
	61081464	PLANER OPERATORS	127	157	3	3	6	
	61083637	TIPPLE OPERATORS	45	74	3	2	5	
	61085003	CUT-OFF SAW OPERATORS,LUMBER	96	117	2	3	5	
	61085004	CUT-OFF SAWYERS,LOG	34	40	1	1	2	
	61085005	EDGERS,AUTOMATIC &/OR PONY	147	169	2	4	6	
	61085006	GANG SAWYERS	23	26		1	1	
	61085007	SAWYERS,TAIL	43	48	1	1	2	
	61085008	HEAD SAWYERS	103	119	2	3	5	

AG5-FORESTRY LOGGING & LUMBER

OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLAGE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
61085011	RESAWYERS	50	58	1	1	2	
61085012	RIPSAW OPERATORS	56	74	2	2	4	
61085017	TRIM SAW OPERATORS	145	167	2	4	6	
61085018	VARIETY SAW OPERATORS	39	48	1	1	2	
61085614	KILN OPERATORS, LUMBER	48	56	1	2	3	
61085619	FURNACE, KILN, ORIER OPS	17	21				
61086803	TREATING ENGINEERS	17	21				
61086804	VENEER ORIERS						
61086806	HOT PLATE PLYWOOD PRESS OPS						
61086807	EDGE GLUERS						
61086808	POWER BARKER OPERATORS	103	120	2	2	4	
61086809	OOWEL MAGHINE OPERATORS	9	11				
61086812	OADO OPERATORS	9	10				
61086817	CORE FEEOERS	13	15				
61087005	PULP REFINER OPERATORS						
61087006	PULPERS						
61088408	CHIPPERS	49	56	1	1	2	
61088846	TRANSFER GONTROLLERS, SAW MILL	16	19				
61089016	DIGESTER OPERATOR HELPERS						
62001003	LOG HANDLING EQUIPMENT OPERAT	106	123	2	2	4	
70100606	FISH & GAME WARDENS	109	115	1	5	6	
80001005	CHAIN OFFBEARERS, LUMBER	442	513	7	11	18	
80001006	KILN TRANSFER OPERATORS	21	23		1	1	
80001007	LOADERS, GAR & TRUGK	55	65	1	1	2	
80001008	LUMBER STRAIGHTENERS	56	64	1	1	2	

AG5-FORESTRY LOGGING & LUMBER

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLAGE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	80001009	OFF-BEARERS	280	345	7	7	14	
	80001014	KILN STACKER OPERATORS	71	83	1	2	3	
	80001018	VENEER ORIER FEEDERS	37	43	1	1	2	
	80001801	CHASERS	25	29		1	1	
	80001802	CHOKER SETTERS,LUMBER	125	145	2	3	5	
	80001805	FALLERS &/OR BUCKERS	515	599	8	12	20	
	80001806	HEAO LOADERS	13	14				
	80001808	POND WORKERS,LUMBER	37	42	1	1	2	
	80001809	RIGGING SLINGERS	26	29		1	1	
	80001810	SEGONO LOADERS						
	80002831	FOREST GONSERVATION WORKERS	201	210	1	7	8	
CLUSTER TOTAL			5,153	5,816	66	149	215	1395

GX1-ADVERTISING

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10081814	SPECIFICATION WRITERS,ENGINEE						
	10221201	WRITERS &/OR EDITORS	297	337	4	9	13	
	10221202	FILM EDITORS						
	10221203	REPORTERS & CORRESPONDENTS	207	228	2	6	8	
	10221404	MUSICIANS, INSTRUMENTAL	29	35	1	1	2	
	10221405	SINGERS	15	17				
	10221408	MUSIC DIRECTORS						
	10222000	PUBLIC RELATIONS SPECIALISTS	125	146	2	6	8	
	10222201	ANNOUNCERS	244	286	4	2	6	
	61089203	BILLPOSTERS	8	11				
CLUSTER TOTAL			925	1,060	13	24	37	207

GX2-DRAFTING

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10080601	DRAFTERS	623	894	27	20	47	
	10240400	ARCHITECTS	195	308	11	8	19	
CLUSTER TOTAL			818	1,202	38	28	66	222

GX3-COMMERCIAL ART

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10141401	MUSEUM TECHNICIANS,RESTORERS						
	10141403	TAXIDERMISTS						
	10141404	ALL OTHER TECHNICIANS	743	866	12	14	26	
	10221001	DESIGNERS	233	312	8	7	15	
	10221601	COMMERCIAL ARTISTS	108	128	2	4	6	
	10221604	PAINTERS,ARTISTIC						
	50020205	PICTURE FRAMERS	7	10				
CLUSTER TOTAL			1,091	1,316	22	25	47	151

GXN-PRINTING & GRAPHIG ARTS

OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
10221802	TELEVISION CAMERA OPERATORS						
10221805	PHOTOGRAPHERS	86	102	2	3	5	
50100202	SETTERS BINDERY MACHINES						
50100204	BOOKBINDERS,HAND						
50100205	BOOKBINDERS,MACHINE	34	38		1	1	
50100206	BINDERY WORKERS,ASSEMBLY	47	64	2	1	3	
50100207	BINDERY WORKERS,STITCHING	12	15				
50100208	ALL OTHER BINDERY WORKERS	25	32	1	1	2	
50100400	COMPOSITORS &/OR TYPESETTERS	140	154	1	3	4	
50100803	ETCHERS &/OR ENGRAVERS			1		1	
50101001	STRIPPERS PRINTING	21	24				
50101002	CAMERA OPERATORS,PRINTING	50	59	1	1	2	
50101003	PHOTOENGRAVERS	11	15				
50101201	PRESS OPERATORS,PLATE PRINTER	49	64	2	1	3	
50101202	OFFSET LITHOGRAPHIC PRESS OPS	184	208	2	3	5	
50101203	PLATEMAKERS	19	23				
50101207	LETTER PRESS OPERATORS	47	54	1	1	2	
50101210	PROOF PRESS OPERATORS						
61084400	OTHER PHOTO PROGESS WORKERS	150	204	5	4	9	
61088401	SCREEN/STENGIL PRINTERS/SETTE						21
61088404	EMBOSS,STAMP,MARK MACHINE OPS						
61089042	PRINTER-SLOTTER FEEDERS						
61089095	PRESS ASSISTANTS & FEEDERS	25	28		1	1	
61089096	COPY MARKERS						
CLUSTER TOTAL		900	1,084	18	20	38	26

HE1-MEDICAL RECORD TECHNOLOGIS

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10120600	HEALTH RECORD TECHNOLOGISTS	118	147	3	4	7	
CLUSTER TOTAL			118	147	3	4	7	39

HE10-PHYSICIAN

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOYMENT-1980	PROJ EMPLOYMENT-1990	AVERAGE GROWTH	AVERAGE REPLACEMENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10040602	MEDICAL SCIENTISTS						
	10100200	CHIROPRACTORS	11	17	1	1	2	
	10100400	DENTISTS	188	255	7	2	9	
	10101000	OPTOMETRISTS	13	20	1	1	2	
	10101400	PHYSICIANS &/OR SURGEONS	648	824	18	9	27	
	10101600	PODIATRISTS	8	11		1	1	
	10102000	VETERINARIANS	45	45		1	1	
CLUSTER TOTAL			913	1,172	27	15	42	0000

HE2-3DENTAL ASSISTANT

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOYMENT-1980	PROJ EMPLOYMENT-1990	AVERAGE GROWTH	AVERAGE REPLACEMENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10120401	DENTAL ASSISTANTS	514	684	17	20	37	
CLUSTER TOTAL			514	684	17	20	37	218

HE3-DENTAL HYGIENIST

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10120402	DENTAL HYGIENISTS	177	240	6	6	12	
CLUSTER TOTAL			177	240	6	6	12	24

HEA-3MEDICAL LAB TECHNICIAN

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10120201	MEDICAL LAB TECHNOLOCISTS	411	542	13	13	26	
	10120202	BIOCHEMISTRY TECHNOLOGISTS						
	10120203	MICROBIOLOGY TECHNOLOCISTS	9	11				
	10120204	CYTOTECHNOLOGISTS	11	14				
	10120205	HISTOLOCIC TECHNOLOCISTS	16	21	1		1	
	10120206	MEDICAL LAB ASSISTANTS	113	152	4	4	8	
	10120207	BLOOD BANK TECH SPECILAISTS						
	10121099	ALL OTHER MED & DENT TECHNICI	81	103	2	2	4	
	50141200	DENTAL LAB TECHNICIANS	31	41	1		1	
CLUSTER TOTAL			672	884	21	19	40	82

IIE5-LICENSED PRACTICAL NURSE

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10121002	SURGICAL TECHNICIANS	106	145	4	3	7	
	10121010	LICENSED PRACTICAL NURSES	1,558	2,149	59	73	132	
CLUSTER TOTAL			1,664	2,294	63	76	139	428

HE6-MEDICAL NURSING ASSISTANT

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10121006	EKG TECHNICIANS	31	40	1	1	2	
	10121007	EEG TECHNICIANS	14	19	1		1	
	70061010	NURSES AIDES/ORDERLIES	4,898	6,700	180	209	389	
	70061011	PSYCHIATRIC AIDES	201	278	8	9	17	
	70061013	MEDICAL ASSISTANTS	199	261	6	8	14	
CLUSTER TOTAL			5,343	7,298	196	227	423	1751

HE7-TREATMENT SERVICES

OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOYMENT-1980	PROJ EMPLOYMENT-1990	AVERAGE GROWTH	AVERAGE REPLACEMENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
10101200	PHARMACISTS	454	560	11	22	33	
10101801	OCCUPATIONAL THERAPISTS	45	56	1	1	2	
10101802	MANUAL ARTS,MUSIC,REC THERAPI	49	61	1	1	2	
10101803	SPEECH & HEARING CLINICIANS,E	214	265	5	6	11	
10101804	PHYSICAL THERAPISTS	128	162	3	4	7	
10101807	AUDIOMETRISTS	11	15				
10101809	INHALATION THERAPISTS	160	216	6	5	11	
10101810	ALL OTHER THERAPISTS	101	178	8	4	12	
10121005	PROSTHETISTS,ORTHOTISTS	16	21	1		1	
10121009	PHARMACY HELPERS	46	61	2	2	4	
10121011	DIETETIC TECHNICIANS	26	36	1	1	2	
10121012	PHYSICAL THERAPY TECHNICIANS	73	101	3	3	6	
70060400	OCCUPATIONAL THERAPY AIDES	16	23	1	1	2	
CLUSTER TOTAL		1,339	1,755	43	50	93	93

HEB-RADIOLOGIC TECHNICIAN

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOYMENT-1980	PROJ EMPLOYMENT-1990	AVERAGE GROWTH	AVERAGE REPLACEMENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10120801	X-RAY TECHNICIANS	275	366	9	9	18	
	10120804	RADIOLOGIC TECHS & NUC MED TE	95	124	3	3	6	
CLUSTER TOTAL			370	490	12	12	24	18

HE9-REGISTERED NURSE

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10100800	NURSES, PROFESSIONAL	4,232	5,639	141	198	339	
CLUSTER TOTAL			4,232	5,639	141	198	339	426

MK1-REAL ESTATE MARKETING

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10240802	LEASE BUYERS	38	77	4	2	6	
	10240805	RIGHT-OF-WAY AGENTS	102	109	1	4	5	
	10243811	TITLE EXAMINERS &/OR ABSTRACT	106	122	2	4	6	
	10243816	APPRAISERS REAL ESTATE	294	318	2	13	15	
	30001402	REAL ESTATE BROKERS	35	19	-1	2	1	
	30001403	SALES AGENTS,SALES REPS,REAL	106	130	2	7	9	
CLUSTER TOTAL			681	775	10	32	42	671

MK2-MARKETING MANAGEMENT

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOYMENT-1980	PROJ EMPLOYMENT-1990	AVERAGE GROWTH	AVERAGE REPLACEMENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10060200	ACTUARIES						
	10180201	FINANCIAL ANALYSTS	51	32	-2	2		
	10180202	ECONOMISTS	52	59	1	2	3	
	10180204	MEDIA ANALYSTS						
	10180205	MARKET RESEARCH ANALYSTS	12	32	2	1	3	
	20040800	PUBLIC ADM INSPECTORS,EX CONS	396	409	1	14	15	
	20061615	WHOLESALERS	689	854	17	31	48	
	20061699	ALL OTHER MANAGERS	15,822	19,356	353	702	1,055	
	30001601	BROKER & MARKET OPERATORS,COM	16	22	1	1	2	
	30001806	SALES CLERK SUPERVISORS	95	113	2	3	5	
CLUSTER TOTAL			17,133	20,877	375	756	1,131	659

MK3-RETAIL MARKETING

OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERACE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
10240801	PURCHASING AGENTS &/OR BUYERS	481	568	9	18	27	
10240803	MEDIA BUYERS	8	11				
10240804	BUYERS,RETAIL &/OR WHOLSL TRA	783	950	17	34	51	
10243820	SPECIAL AGENTS,INSURANCE	76	83	1	2	3	
10243899	ALL OTHER PROFESSIONAL WORKER	889	1,097	21	24	45	
20020800	SALES MANAGERS, RETAIL TRADE	1,322	1,641	32	30	62	
20061400	MANAGERS,REST'RANT,COFFEE SH,	1,088	1,429	34	50	84	
20061612	MANAGERS,STORE	3,851	4,593	74	168	242	
20061613	MANAGERS,AUTO SERVICE DEPT	308	356	5	13	18	
20061614	MANAGERS,AUTO PARTS DEPT	220	250	3	9	12	
30001005	SALES AGENTS,SALES REPS,INSUR	535	589	5	18	23	
30001604	SALES AGENTS,SALES REPS,FIN S	14	17				
30001605	SALES AGENTS,SALES REPS,SECUR	158	234	8	6	14	
30001802	SALES CLERKS	8,477	10,074	160	364	524	
30001803	VENDORS	20	32	1	1	2	
30001899	ALL OTHER SALES WORKERS	8,689	10,461	177	376	553	
40066816	PURCHASE & SALES CLERKS,SECUR						
40066829	MARKING CLERKS TRADE						
61060802	PRODUCTION PACKAGERS	421	473	5	10	15	
61060804	BAGGERS	533	610	8	13	21	
70080608	GUIDES,TRAVEL						
70080609	MASSEURS OR MASSEUSES						
70080611	INSTRUCTORS,REDUCING	45	59	1	2	3	
70080618	CHECKROOM & LOCKER RM ATTNS						
70080619	GUIDES,SIGHTSEEING OR ESTABLH	27	40	1	1	2	

MK3-RETAIL MARKETING

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOYMENT-1980	PROJ EMPLOYMENT-1990	AVERAGE GROWTH	AVERAGE REPLACEMENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	70082800	USHERS,LOBBY ATTNS,TICKET TAK	120	129	-3	1	-1	
	80002003	STOCK CLERKS,SALES FLOOR	1,399	1,643	24	23	47	
CLUSTER TOTAL			29,464	35,339	583	1,163	1,747	6327

MK4-RECREATION & TOURISM

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10220200	ACTORS OR ACTRESSES	8	19	1		1	
	10220401	ATHLETES	109	181	7	3	10	
	10243201	GROUP RECREATION WORKERS	533	684	15	26	41	
	10243206	CAMP DIRECTORS	27	23		1	1	
	10243821	TRAVEL AGTS,TR ACCOM APPRAISE	141	183	4	6	10	
	40066833	FILM BOOKERS	8	19	1	1	2	
	50142800	MOTION PICTURE PROJECTIONISTS	78	84	-1	3	-2	
	70080401	RECREATION FACILITY ATTENDANT	303	398	10	10	20	
	70080402	GAME OPS,RIDE OPS,CONCESS WKR	73	116	4	3	7	
	70080403	PIN CHASERS	63	74	1	2	3	
	70080404	RACKERS,POOLROOM	11	13				
	70080407	LIFEGUARDS	532	622	9	17	26	
CLUSTER TOTAL			1,886	2,416	51	72	119	185

OFT-BOOKKEEPING & ACCOUNTING

OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
10080602	ESTIMATORS & DRAFTERS,UTILITI	15	18				
10240201	ACCOUNTANTS & AUDITORS	2,607	3,152	55	100	155	
10240202	BUDGET ANALYSTS	25	38	1	1	2	
10240203	TAX EXAMINERS,COLLECTRS,REV A	154	162	1	5	6	
10240204	TAX PREPARERS	85	111	3	3	6	
40040201	BOOKKEEPING/BILLING MACH OPS	775	976	20	29	48	
40040202	PROOF MACHINE OPERATORS	276	342	7	10	17	
40040203	TRANSIT CLERKS	21	28	1	1	2	
40041200	TABULATING MACHINE OPERATORS						
40060201	NEW ACCOUNTS TELLERS	261	345	8	9	17	
40060203	TELLERS	1,506	1,935	43	50	93	
40060601	ACCOUNTING CLERKS	2,380	2,893	51	92	143	
40060603	BOOKKEEPERS,HAND	3,583	4,529	95	141	236	
40060800	CASHIERS	5,294	6,319	103	192	295	
40061000	ELIGIBILITY WORKERS,WELFARE	343	366	2	10	12	
40061200	CLERICAL SUPERVISORS	1,618	1,945	33	48	81	
40062211	CREDIT REPORTERS	66	71	1	2	3	
40062400	PRODUCTION CLERKS	171	208	4	3	7	
40062803	CLAIM ADJUSTERS	185	204	2	4	6	
40064000	PAYROLL/TIMEKEEPING CLERKS	561	690	13	20	33	
40065211	STATISTICAL CLERKS	429	528	10	14	24	
40066803	COIN MACH OPS/CURRENCY SORTER	12	16				
40066814	SECURITIES CASHIERS,EXCHANGE	12	17	1		1	
40066823	STATEMENT CLERKS	177	224	5	6	11	
50081003	AUTO REPAIR SERVICE ESTIMATOR	14	16				

OF1-BOOKKEEPING & ACCOUNTING

OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOYMENT-1980	PROJ EMPLOYMENT-1990	AVERAGE GROWTH	AVERAGE REPLACEMENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
CLUSTER TOTAL		20,570	25,133	459	740	1,198	

OT2-CLERICAL OFFICE PRACTICE

OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
10243808	COST ESTIMATORS	310	379	7	12	19	
10243813	ESTIMATORS, PRINTING SERVICES						
10243814	UNDERWRITERS	150	149		7	7	
10243815	INVESTIGATORS, INSURANCE						
10243817	ASSESSORS	84	91	1	7	8	
10243818	CLAIMS TAKERS, UNEMP BENEFITS	16	17		1	1	
10243822	CLAIM EXAMINERS, PRPTY/CSLTY I	25	28		1	1	
30001804	CONTRIBUTION SOLICITORS	26	27		1	1	
30001805	CRATING & MOVING ESTIMATORS	15	20	1	1	2	
40020600	TYPISTS	3,093	3,578	49	110	159	
40040602	PERIPHERAL EDP EQPT OPERATORS	190	215	3	2	5	
40040800	DUPLICATING MACHINE OPERATORS	25	35	1	1	2	
40041400	ALL OTHER OFFICE MACHINE OPS	200	216	2	9	11	
40041402	ADDRESSING MACHINE OPERATORS						
40061400	COLLECTORS	192	223	3	8	11	
40061601	CAR RENTAL CLERKS	46	56	1	2	3	
40061602	COUNTER CLERKS						
40061603	DESK CLERKS	608	805	20	30	50	
40061604	ORDER CLERKS	439	544	10	21	31	
40061605	CIRCULATION CLERKS	41	43		2	2	
40061606	CLASSIFIED AD CLERKS, NEWSPAPE						
40061607	TELEPHONE AD TAKERS, NEWSPAPER	26	29		1	1	
40061608	DESK CLERKS, BOWLING FLOOR	70	83	1	2	3	
40061803	DISPATCHERS, POLICE, FIRE, AMBUL	521	663	14	20	34	
40061804	DISPATCHERS, VEHICLE, SERV OR W	284	350	11	11	22	

OF2-CLERICAL OFFICE PRACTICE

OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOYMENT-1980	PROJ EMPLOYMENT-1990	AVERAGE GROWTH	AVERAGE REPLACEMENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
40062208	ADJUSTMENT CLERKS	85	98	1	3	4	
40062209	CHECKING CLERKS	25	32	1	1	2	
40062210	CLAIMS CLERKS	194	210	2	7	9	
40062222	BOX ESTIMATORS						
40062601	FILE CLERKS	589	731	14	21	35	
40062602	PERSONNEL CLERKS	295	334	4	10	14	
40062603	ADMISSIONS EVALUATORS	9	11				
40063601	MESSENGERS,BANK	22	28	1	1	2	
40063602	MESSENGERS	47	62	2	3	5	
40063800	METER READERS	239	280	4	4	8	
40064410	PROOFREADERS,COMPOSED COPY	29	35	1	2	3	
40064411	PROOFREADERS, CLERICAL						
40064802	RECEPTIONISTS	1,227	1,604	38	55	93	
40065001	SHIPPING & RECEIVING CLERKS	883	1,081	20	20	40	
40065002	SHIPPING PACKERS	507	617	11	12	23	
40065205	BROKERAGE CLERKS	16	23	1	1	2	
40065209	RATERS	175	198	2	5	7	
40065214	METER READERS,TAXI	22	26		1	1	
40065215	TALLY CLERKS,SAW MILL						
40065216	COURT CLERKS	259	328	7	8	15	
40065217	INSURANCE CHECKERS	21	24		1	1	
40065402	PROCUREMENT CLERKS	72	80	1	2	3	
40065405	YARD CLERKS	60	54		1	1	
40066000	TELEGRAPH OPERATORS	72	64		2	2	
40066600	WEIGHERS,RECORD KEEPING	76	92	2	3	5	

OF2-CLERICAL OFFICE PRACTICE

OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
40066801	LOAN CLOSERS	192	251	6	7	13	
40066804	CALL-OUT OPERATORS						
40066807	CORRESPONDENCE CLERKS	12	16				
40066811	GENERAL CLERKS,OFFICE	6,669	8,029	136	235	371	
40066812	IN-FILE OPERATORS	9	10				
40066815	POLICY CHANGE CLERKS	19	23		1	1	
40066818	REAL ESTATE CLERKS	122	119		4	4	
40066820	SAFE DEPOSIT CLERKS	51	63	1	2	3	
40066824	SERVICE CLERKS	90	97	1	3	4	
40066825	TITLE SEARCHERS	55	63	1	2	3	
40066826	TRAFFIC CLERKS	52	61	1	2	3	
40066838	RATE CLERKS,FREIGHT	80	98	2	3	5	
40066840	TOWN CLERKS	209	267	6	10	16	
40066841	CREDIT CLERKS,BANKS&/ORINSURA	118	151	3	4	7	
40066842	MORTGAGE CLOSING CLERKS	56	76	2	2	4	
40066844	SORTING CLERKS,BANK	53	68	2	2	4	
40066845	INSURANCE CLERKS	35	44	1	1	2	
40066846	INSURANCE CLERKS,MEDICAL	317	425	11	12	23	
40066848	LICENSE CLERKS	114	134	2	3	5	
40066898	ALL OTHER OFFICE CLERICAL WKR	1,085	1,245	16	37	53	
40066899	ALL OTHER PLANT CLERICAL WKRS	255	279	2	9	11	
61082604	TRAILER RENTAL ATTENDANTS	26	31	1	1	2	
80002001	ORDER FILLERS	524	621	19	9	28	
CLUSTER TOTAL		21,428	25,734	449	761	1,210	9437

OF3-COMMUNICATIONS CLERICAL

OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
10080801	SOUND RECORDING & REPRO TECHN						
10080808	BROADCAST TECHNICIANS	128	148	2	1	3	
10141000	RADIO OPERATORS						
10141405	TECHNICAL ASSISTANTS,LIBRARY	234	290	6	5	11	
10222202	BROADCAST NEWS ANALYSTS	40	47	1		1	
10240603	MUSEUM CURATORS	38	51	1	1	2	
10241000	CLERGY	20	26	1	1	2	
10242201	LAW CLERKS	176	221	5	8	13	
10242401	LIBRARIANS	676	850	17	27	44	
10242402	AUDIO VISUAL SPECIALISTS	61	76	2	2	4	
10243405	COMMUNITY ORGANIZATION WORKER	209	289	8	10	18	
20041200	POSTMASTERS &/OR MAIL SUPERIN	347	357	1	20	21	
40062000	SURVEY WORKERS	29	40	1	1	2	
40062216	CUSTOMER SERV REPS,PRINT & PU	9	12				
40062801	CLAIM EXAMINERS,INSURANCE	113	152	4	5	9	
40063000	LIBRARY ASSISTANTS	654	826	17	26	43	
40063200	POSTAL MAIL CARRIERS	1,347	1,388	4	36	40	
40063401	FREIGHT HANDLERS	14	12				
40063402	MAIL CLERKS	105	122	2	4	6	
40064200	POSTAL SERVICE CLERKS	362	373	1	9	10	
40064803	SWITCHBD OPS/RECEPTIONISTS	497	658	16	22	38	
40064804	TRAVEL COUNSELORS,AUTO CLUB	49	47		2	2	
40065201	GAS DISPATCHERS	11	13				
40065404	STOCK CLERKS,STOCKRM,WAREHS,E	1,978	2,368	39	45	84	
40065600	TEACHERS AIDES/EDUC ASSISTANT	2,994	3,799	81	89	170	

OF3-COMMUNICATIONS CLERICAL

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	40066201	SWITCHBOARD OPERATORS	381	467	9	16	25	
	40066202	CENTRAL OFFICE OPERATORS	397	443	5	15	20	
	40066203	DIRECTORY ASSISTANCE OPERATOR	327	364	4	13	17	
	40066204	PRIVATE BRANCH SERVICE ADVISO						
	40066401	STATION AGENTS	50	45		1	1	
	40066402	TRAFFIC AGENTS	72	80	1	2	3	
	40066403	RESERVATION AGENTS						
	40066404	TRANSPORTATION AGENTS	135	191	6	4	10	
	40066405	TICKET AGENTS	164	214	5	5	10	
	40066808	SERVICE REPRESENTATIVES	309	343	3	9	12	
	40066828	TRAVEL CLERKS	31	30		1	1	
	50144022	DISPATCHERS,REFINERY						
	61089097	MAILERS	33	39	1	1	2	
CLUSTER TOTAL			11,990	14,381	243	381	624	287

OF4-PERSONNEL & LABOR RELATION

OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOYMENT-1980	PROJ EMPLOYMENT-1990	AVERAGE GROWTH	AVERAGE REPLACEMENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
10180600	PSYCHOLOGISTS	306	448	14	7	21	
10180800	SOCIOLOGISTS	13	20	1	1	2	
10181200	ALL OTHER SOCIAL SCIENTISTS	96	122	3	5	8	
10201000	TEACHERS,ADULT EDUCATION	516	610	9	15	24	
10202001	TEACHERS,VOCATIONAL ED OR TRA	640	853	21	22	43	
10202003	GRADUATE ASSISTANTS	290	358	7	10	17	
10202004	EXTENSION SERVICE SPECIALISTS	22	28	1	1	2	
10202005	PROFESSORS	712	880	17	21	38	
10202006	ASSOC. PROFESSORS	445	550	11	13	24	
10202007	ASST. PROFESSORS	400	494	9	12	21	
10202008	LECTURERS	178	220	4	5	9	
10202009	ATHLETIC COACHES	45	55	1	1	2	
10203002	PRESCH. &/OR ELEM. SCH. TEACH	6,176	7,689	151	184	335	
10205000	TEACHERS,SECONDARY	4,621	5,708	109	162	271	
10206001	DANCE INSTRUCTORS						
10206003	INSTRUCTORS,CORRESP. SCH.	178	220	4	5	9	
10206099	ALL OTHER TEACHERS	91	176	9	6	15	
10220403	SPORTS INSTRUCTORS	110	140	3	3	6	
10220405	ATHLETIC TRAINERS						
10242001	JUDGES	138	172	3	17	20	
10242002	MAGISTRATES	133	170	4	16	20	
10242202	LAWYERS	919	1,303	38	47	85	
10242203	PARALEGAL PERSONNEL	136	207	7	7	14	
10242802	PERSONNEL,LABOR REL SPECIALIS	767	837	7	22	29	
10242803	EMPLOYMENT INTERVIEWERS	282	301	2	8	10	

OF4-PERSONNEL & LABOR RELATION

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10243401	CASEWORKERS	1,119	1,446	33	51	84	
	10243404	WELFARE INVESTIGATORS	21	24		1	1	
	10243600	VOCATIONAL & EDUC COUNSELORS	480	697	22	20	42	
	10243803	HOSPITAL INS REPRESENTATIVES						
	20041000	CHIEF EXECUTIVES,LEGIS.	1,249	1,540	29	37	66	
	20041601	PRINCIPALS	711	879	17	21	38	
	20041602	ASST. PRINCIPALS	317	391	7	9	16	
	20041603	SUPERINTENDENTS	175	216	4	5	9	
CLUSTER TOTAL			21,286	26,754	547	734	1,281	1621

OF5-SECRETARIAL OFFICE PRACTIC

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	40020200	SECRETARIES	6,135	7,780	165	241	406	
	40020400	STENOGRAPHERS	754	931	18	31	49	
CLUSTER TOTAL			6,889	8,711	183	272	455	3116

OF6-OFFICE MANAGEMENT

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10243809	CREDIT ANALYSTS,CHIEF	72	95	2	3	5	
	10243810	CREDIT ANALYSTS	134	174	4	5	9	
	40062201	CREDIT AUTHORIZERS	19	23		1	1	
CLUSTER TOTAL			225	292	6	9	15	238

OF7-KEY ENTRY OCCUPATIONS

OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
40040601	COMPUTER OPERATORS	592	766	17	8	25	
40041000	KEYPUNCH OPERATORS	517	627	11	17	28	
CLUSTER TOTAL		1,109	1,393	28	25	53	630

OF8-COMPUTER SCIENCE OCCU.

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOYMENT-1980	PROJ EMPLOYMENT-1990	AVERAGE GROWTH	AVERAGE REPLACEMENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10081803	COMPUTERS, PROSP & COMPUTERS, S	59	118	6	1	7	
	10160200	COMPUTER PROGRAMMERS	469	596	13	5	18	
	10160400	SYSTEMS ANALYSTS, EDP	227	263	4	3	7	
CLUSTER TOTAL			755	977	23	9	32	146

PS1-EMERGENCY MEDICAL TECH.

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10121008	EMERGENCY MEDICAL TECHNICIANS	87	105	2	3	5	
CLUSTER TOTAL			87	105	2	3	5	0000

PS2-FIRE & FIRE SAFETY

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	50142201	FIRE BOSSES						
	70100401	FIRE FIGHTERS	798	1,008	21	13	34	
	70100402	FIRE INSPECTORS	83	102	2	1	3	
	70100403	FIRE OFFICERS	190	243	5	3	8	
CLUSTER TOTAL			1,071	1,353	28	17	45	76

PS3-POLICE SCIENCE

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	70100202	CROSSING OR BRIDGE TENDERS						
	70100601	GUARDS & DOORKEEPERS	1,337	1,748	41	125	166	
	70100607	CORRECTION OFFICERS &/OR JAIL	414	474	6	36	42	
	70100800	U.S. MARSHALLS	15	14		1	1	
	70101002	STORE DETECTIVES						
	70101003	RAILROAD POLICE	27	24		1	1	
	70101004	POLICE OFFICERS	224	278	5	5	10	
	70101005	POLICE DETECTIVES	154	177	2	4	6	
	70101006	POLICE PATROLMEN/WOMEN	1,704	2,083	38	41	79	
	70101007	PARKING ENFORCEMENT OFFICERS	81	103	2	2	4	
	70101201	SHERIFFS	221	282	6	5	11	
	70101202	BAILIFFS	25	32	1	1	2	
CLUSTER TOTAL			4,202	5,215	101	221	322	569

SK1-ELECTRICAL OCCUPATIONS

OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
10080803	ELECTRICAL & ELECTRONIC TECHN	889	1,062	17	10	27	
50021401	ELECTRICIANS	1,656	1,715	6	37	43	
50081400	DATA PROCESSING MACH MECHANIC						
50082002	ELECTRIC METER INSTALLERS,ETC						
50082005	CAS & ELEC APPLIANCE REPAIRER	79	82		2	2	
50082007	HOUSEHOLD APPLIANCE INSTALLER	61	66	1	1	2	
50082400	OFF MACH SERVICERS/CASH REG S	152	198	5	2	7	
50082801	ELECTRIC TRACK SWITCH MAINTAI	11	10				
50082802	SIGNAL MAINTAINERS	117	105		3	3	
50083204	ELECTRIC MOTOR REPAIRERS	17	20				
50083211	LAUNDRY MACHINE MECHANICS	30	29		1	1	
50083215	COIN MACHINE SERVICERS,REPAIR	85	110	3	2	5	
50083218	SEWING MACHINE MECHANICS	7	12	1		1	
50083225	PINSETTER MECHANICS,AUTOMATIC	24	28		1	1	
50120201	CABLE SPLICERS	92	101	1	1	2	
50120202	LINE INSTALLERS,REPAIRERS,	645	727	8	7	15	
50120203	TROUBLE SHOOTERS,POWER LINE	45	50	1		1	
50121001	INSTALLERS,REPAIRERS,SEC MAIN	722	807	9	6	15	
50121003	STATION INSTALLERS	24	27				
50121004	TELEGRAPH EQUIPMT MAINTAINERS						
50121008	CABLE INSTALLERS	47	52	1		1	
50121009	FRAME WIRERS	18	20				
50121010	CENTRAL OFFICE REPAIRERS	134	149	2	1	3	
50121011	TROUBLE LOCATORS,TEST DESK	222	248	3	2	5	
61080438	ELEC MECH EQUIPMT ASSEMBLERS	9	13				

SK1-ELECTRICAL OCCUPATIONS

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	61080439	ELEC & ELECT ASSEMBLERS	34	50	2	1	3	
	61083621	LAMP KEEPERS,REPAIRERS						
CLUSTER TOTAL			5,120	5,681	60	77	137	521

SK2-ELECTRONIC OCCUPATIONS

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	50082600	RADIO & TV SERVICES & REPAIRE	133	149	2	3	5	
	50083224	ELECTROMEDICAL EQUIPMT REPAIR	18	23	1		1	
	61080415	WIRERS,ELECTRONIC	11	16	1		1	
	61088288	IMPREGNATORS,ELECTRONIC						
CLUSTER TOTAL			162	188	4	3	7	386

SK3-AIR CONDITIONING & REFRIG

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	50080200	REFRIG MECHANICS,A/C MECHANIC	192	223	3	3	6	
CLUSTER TOTAL			192	223	3	3	6	86

SK4-WELDING OCCUPATIONS

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	61022002	WELDERS & FLAMECUTTERS	937	1,100	16	16	32	
	61088035	CAGE MAKERS, HAND OR MACHINE		10	1		1	
CLUSTER TOTAL			937	1,110	17	16	33	1140

SK5-CARPENTRY & CONST. TRADE

OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
50020201	CARPENTERS	2,461	2,992	53	111	164	
50020601	BRICKLAYERS	199	265	7	5	12	
50020602	STONE MASONS	14	19	1		1	
50020606	REFRACTORY MATERIALS REPAIRER	18	11				
50021201	CEMENT MASONS	260	363	10	8	18	
50021202	CONCRETE WALL GRINDER OPERATO	13	17				
50021203	CONCRETE RUBBERS			7		7	
50021802	CONCRETE MIXER OPERATORS	16	23	1		1	
50021805	FINE-GRADERS	23	29	1	1	2	
50021806	FORM TAMPER OPERATORS, ETC	13	16				
50022000	FLOOR SANDING MACHINE OPERATO						
50022200	PAINTERS, MAINTENANCE	369	437	7	14	21	
50022600	PAPERHANGERS	14	17		1	1	
50022801	PLASTERERS	13	18	1	1	2	
50023203	PLUMBERS &/OR PIPEFITTERS	1,218	1,386	17	34	51	
50023600	ROOFERS	131	148	2	2	4	
50023800	STRUCTURAL STEEL WORKERS	88	107	2	2	4	
50024001	TILE SETTERS						
50024002	CEILING TILE INSTALLRS, FLR LA	16	22	1		1	
50040003	SUPERVISORS, NONWORKING	2,820	3,428	61	82	143	
50082004	GAS METER INSTALLERS	10	12				
50082009	WATER METER INSTALLERS	12	54	1	1	2	
50083230	SIGN ERECTORS	9	13				
50140400	CABINETMAKERS	233	282	5	11	16	
50140600	CARPET CUTTERS, CARPET LAYERS	52	64	1		1	

SK5-CARPENTRY & CONST. TRADE

OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
50141400	FURNITURE FINISHERS	12	14				
50141801	CLASS INSTALLERS						
50141802	CLAZIERS	175	219	4	4	8	
50144801	PIPELINERS	10	9				
50144821	MAINTENANCE REPAIRERS,GEN UTI	2,142	2,678	54	44	98	
50144825	MOBILE HOME REPAIRERS	65	93	3	1	4	
50144899	ALL OTHER SKILLED CRAFT WORKE	889	1,070	18	18	36	
61080200	ASBESTOS & INSULATION WORKERS	136	168	3	2	5	
61080401	MOBILE HOME SET-UP OPERATORS	70	91	2	2	4	
61080601	BLASTERS,MINING & QUARRYINC	25	37	1	1	2	
61080602	BLASTERS,CONSTRUCTION						
61080605	SHOOTERS OR SHOOTERS,SEISMOCR	16	31	2	1	3	
61082001	DRY WALL APPLICATORS	17	20				
61082002	LATHERS	9	11				
61082003	TAPERS						
61082402	SANDBLASTERS/SHOTBLASTERS						
61083805	ASPHALT MIXINC MACH TENDERS						
61083806	ASPHALT-PLANT OPERATORS	48	59	1	1	2	
61084210	PAINTERS,PRODUCTION	121	155	3	2	5	
61084602	NAILING MACHINE OPERATORS	40	46	1	1	2	
61087038	TAPINC MACHINE OPERATORS						
61087408	ASPHALT-PLANT DRIER OPERATORS						
61088038	BLOCKMAKINC MACHINE OPERATORS	12	15				
61088040	CONCRETE STONE FABRICATORS	61	75	1	1	1	
61088048	SAND BLASTERS,STONE						

SK5-CARPENTRY & CONST. TRADE

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	61088058	BRICK & TILE MAKING MACH OPS						
	61088070	CONCRETE VAULT MAKERS		8				
	61088814	CONCRETE PIPE MAKERS		5	1		1	
	61088851	PIPE STRIPPERS		8	1		1	
	61088852	LAYOUT MARKERS,WOOD						
	61088853	VENEER REPAIRERS,HAND	21	24		1	1	
	62000802	FURNITURE ASSEMBLERS & INSTAL	38	48	1	1	2	
	80000601	AIR HAMMER OPERATORS	21	25		1	1	
	80000602	ASPHALT HEATER TENDERS	9	10				
	80000603	FORM SETTERS,METAL ROAD FORM	54	87	3	2	5	
	80000607	FENCE ERECTORS	110	125	2	1	6	
	80000609	PIPELAYERS	50	60	1	2	3	
	80000610	REINFORCING-IRON WORKERS	338	409	7	12	19	
	80000611	TRENCH SEWER SHAPERS						
	80000628	HIGHWAY MAINTENANCE WORKERS	563	719	16	20	36	
	80000629	ASPHALT RAKERS	22	27	1	1	2	
	80002823	HELPERS,TRADES	2,320	2,788	47	79	126	
	80002832	SEPTIC TANK SERVICERS,ETC						
	80002899	ALL OTHER LABORERS & UNSKLD W	6,270	7,170	89	175	264	
CLUSTER TOTAL			21,666	26,027	440	646	1,088	6527

SK6-HEAVY EQUIP. MECH.& OPER.

OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
50020202	ROOF BOLTERS	8	11				
50021000	LOGGING TRACTOR OPERATORS	327	381	5	8	13	
50021803	DREDGE OPERATORS						
50021807	HEAVY EQUIPMENT OPERATORS	3,143	3,918	78	90	168	
50021809	BATCH PLANT OPERATORS	86	106	2	1	2	
50021810	BALLAST CLEAN MACH OPERATORS,	163	146	-1	4	3	
50061600	MILLWRIGHTS	337	368	3	10	13	
50081801	ELEVATOR INSTALLERS/REPAIRERS	22	28	1	1	2	
50081804	HYDROELECTRIC MACHINE MECHS,E	71	71		2	2	
50081805	MINE MACHINERY MECHANICS	55	87	3	2	5	
50081806	MARINE MECHANICS/REPAIRERS	17	23	1		1	
50081807	MAINTENANCE MECHANICS	536	643	11	13	24	
50081810	TREATMENT PLANT MECHANICS	42	54	1	1	2	
50083222	DIESEL MECHANICS	1,482	1,855	37	36	73	
50140801	CRANE,DERRICK,& HOIST OPERATO	316	366	5	7	12	
50140802	LOADER ENGINEERS	101	116	2	2	4	
50140803	YARDER ENGINEERS	65	75	1	1	2	
50144006	GAS PUMPING STATION OPERATORS	26	28		1	1	
50144008	OIL PUMPERS	59	120	6	3	9	
50144010	PUMPERS,HEAD	61	124	6	3	9	
61081802	CABLE DRILLERS			1		1	
61081804	DRILLERS,MACHINE	154	210	6	5	11	
61081808	ROTARY DRILL OPERATORS	423	839	42	16	58	
61081809	ROTARY DRILL OPER HELPERS	567	1,145	58	22	80	
61083609	CLEAN OUT DRILLERS	52	105	5	2	7	

SK6-HEAVY EQUIP. MECH.& OPER.

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	61083616	DERRICK OPERATORS,PETROL & GA	201	407	21	9	30	
	61083618	DRIER OPERATORS,COAL OR ORE	15	22	1	1	2	
	61083622	LOADING MACHINE OPERATORS	30	43	1	1	2	
	61083628	RIG BUILDERS	26	50	2	1	3	
	61083629	ROUSTABOUTS	1,147	2,322	118	51	169	
	61083632	SERVICE UNIT OPERATORS,OIL WE	115	231	12	5	17	
	61083634	SHAKER TENDERS						
	61083639	WELL PULLERS	87	176	9	4	13	
	61083643	PANELED OPERATORS,GRIND MILL	91	117	3	3	6	
	61083646	MILL &/OR GRINDER OPS,MINERAL	76	93	2	2	4	
	61083804	ASPHALT BLENDERS						
	61083818	COMPOUNDERS	31	31				
	61083854	MIXERS,STONE,CLAY,GLASS,ETC	11	17	1		1	
	61084000	OILERS	298	364	7	9	16	
	61088436	LOADING MACHINE OPERATORS						
	61088444	PUMP OPERATORS	64	83	2	2	4	
	61088445	PUMP OPERATOR HELPERS						
	80000605	DREDGE DIPPER TENDERS						
	80001019	LOADERS,TANK CARS &/OR TRUCKS	33	35		1	1	
	80001020	CONVEYOR OPERATORS OR TENDERS	138	158	3	3	6	
	80002822	RIGGERS	31	32		1	1	
CLUSTER TOTAL			10,507	15,000	455	323	777	2118

SK7-AUTO. & ENGINE MECHANICS

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	50080800	AUTO BODY REPAIRERS	345	397	5	5	10	
	50082803	CAR REPAIRERS	414	371	-3	12	9	
	50083202	BICYCLE REPAIRERS	46	59	1	1	2	
	50083207	GASOLINE ENGINE,MOWER REPAIRE	25	35	1	1	2	
	50083226	MOTOR BOAT MECHANICS	13	20	1		1	
	50083299	ALL OTHER MECHANICS & REPAIRE	352	398	5	9	14	
	61082605	FUEL PUMP ATTENDANTS,LUBRICAT	923	1,067	14	26	40	
	61082606	TIRE CHANGERS	265	315	5	8	13	
	61084201	PAINTERS,AUTOMOTIVE	99	119	2	2	4	
	61088423	VULCANIZERS,RUBBER PLATE						
	61088614	TIRE FABRICATORS,REPAIRERS	128	160	3	3	6	
CLUSTER TOTAL			2,610	2,941	34	67	101	1516

SK8-MACHINE SHOP

OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
50061008	SHEAR &/OR SLITTER SETTERS	13	17				
50061009	SETTERS, PLASTIC MOLDINC MACHI						
50061206	MACHINISTS	642	639		16	16	
50063001	TOOL & DIE MAKERS	14	17				
50081001	AUTOMOTIVE MECHANICS	2,469	2,919	45	56	101	
50144803	MACHINE SETTERS, WOODWORKINC	49	60	1	1	2	
50144826	MUSICAL INSTRUMENTS REPAIRERS	12	14				
61020201	DRILL PRESS/BORING MACHINE OP						
61020600	CRINDING/ABRADINC MACH OPS, ME	30	35	1	1	2	
61021006	LATHE MACH OPERATORS, METAL						
61021402	MACHINE TOOL OPERATORS, COMBO	29	41	1	1	2	
61021405	MACHINE TOOL OPERATORS, TOOL R						
61080436	MACHINE ASSEMBLERS	20	25	1	1	2	
61081407	AUTOMATIC CLIPPERS, VENEER						
61081417	CUTTERS, PORTABLE MACHINE						
61081424	DIE CUTTERS, CLICKINC MACH OPS						
61081430	MORTISINC MACHINE OPERATORS						
61081442	SLITTER-CREASER-SLOTTER OPERA						
61081452	TENONER OPERATORS	16	20				
61081803	DRILLERS, HAND	91	114	2	3	5	
61082401	FILERS, GRINDERS, BUFFERS, CHIPP	41	44		2	2	
61082410	SANDERS, WOOD						
61082411	SAW FILERS						
61085001	BAND SCROLL SAW OPERATORS						
61085804	PAPER REEL OPS, REWINDER OPS		10				

SK8-MACHINE SHOP

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	61085808	WINDERS, PAPER MACHINE	9	10				
	61086818	WOODWORKING MACHINE OPERATORS	67	81	1	1	2	
	61087014	FOURDRINIER MACHINE TENDERS	9	10				
	61087015	BACK TENDERS	9	10				
	61087027	LAYBOY TENDERS						
	61087039	TUBE MACHINE OPERATORS, BAGS						
	61087045	ENVELOPE MACHINE OPERATORS						
	61087053	BOTTOMING MACHINE OPERATORS, E	5	11	1		1	
	61087065	FOURTH/FIFTH HANDS, PAPER MACH	17	19				
	61088407	GRINDER OPERATORS	16	21	1		1	
CLUSTER TOTAL			3,558	4,117	54	82	136	288

SK9-METAL WORKING OCCUPATIONS

OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
10021400	METALLURGISTS & MET ENGINEERS	32	28				
50060200	BLACKSMITHS	21	16		2	2	
50060400	BOILERMAKERS	90	85		3	3	
50060600	HEAT TREATERS,ANNEALERS,ETC						
50061003	MACHINE TOOL SETTERS,METALWRK						
50061007	PUNCH PRESS SETTERS,METAL			1		1	
50061202	LAYOUT MARKERS,METAL						
50061804	MOLDERS,BENCH &/OR FLOOR						
50062203	PATTERNMAKERS,METAL						
50062204	PATTERNMAKERS,WOOD						
50062209	MODEL &/OR MOLD MAKERS	43	52	1	1	1	
50062600	SHEET METAL WORKERS	526	590	6	10	16	
61020401	TAPPERS,METAL	25	15				
61020405	CASTERS,INGOTS & PIGS	19	12				
61020407	STOVE TNDRS &/OR BL FUR KPRS						
61020435	POURERS,METAL	19	14				
61020436	FURNACE OPERATORS,CUPOLA TEND	65	42	-1	1		
61020438	FURNACE CHARGERS	15	9				
61021201	ELECTROPLATERS	40	28		1	1	
61021202	DIP PLATERS,NONELECTROLYTIC						
61021609	PUNCH PRESS OPERATORS,METAL		1				
61021611	POWER BRAKE,BENDING MACH OPS,	13	17				
61081459	SHEAR &/OR SLITTER OPERATORS,						
61083857	MIXERS,ORE & METALS	10	6				
61084605	RIVETERS,HEAVY						

SK9-METAL WORKING OCCUPATIONS

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOYMENT-1980	PROJ EMPLOYMENT-1990	AVERAGE GROWTH	AVERAGE REPLACEMENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	61085013	SAWYERS,METAL						
	61088236	POT TENDERS	102	63	-3	2	-1	
	61088286	ROLL FORMING MACH OPERATORS						
	61088805	CASTERS		1				
	61088835	POT LINERS	11	7				
	61088849	WAX PATTERN WORKERS	17	24	2		2	
	80001012	SAMPLERS &/OR TEST PREPARERS	12	18	1		1	
	80002801	SAND CUTTERS,MIXERS,SLINGERS						
	80002813	SHAKEOUT WORKERS,FOUNDRY						
	80002819	FURNACE OP HELPERS/HEATER HEL	10	6				
CLUSTER TOTAL			1,070	1,034	7	20	26	252

SV1-INSTI. & BLDG SERVICE OCCU

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	61082812	RUG CLEANERS,HAND						
	61082813	RUG CLEANERS,MACHINE						
	70020600	JANITORS,PORTERS,& CLEANERS	9,228	11,980	275	402	677	
	70080616	HOUSEKEEPERS,HOTEL & MOTEL	202	282	8	12	20	
	70080801	BELLHOPS,BAG PORTERS,DRKPRS,E	67	89	2	3	5	
	70080803	BAGGAGE HANDLERS	63	86	2	2	4	
	70081800	ELEVATOR OPERATORS	11	15		1	1	
	80002401	CLEANERS,VEHICLE	337	391	5	9	14	
CLUSTER TOTAL			9,908	12,843	292	429	721	4263

SV2-VEHICLE OPERATORS

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	20060801	CAPTAINS,WATER VESSEL						
	20061200	CONDUCTORS,TRAIN	592	530	-5	21	16	
	50120402	YARD ENGINEERS	225	192	-2	11	9	
	50120403	HOSTLERS	38	34		2	2	
	50120405	LOCOMOTIVE ENGINEERS	260	233	-2	13	11	
	50120600	LOCOMOTIVE ENGINEER HELPERS	61	55		3	3	
	62000200	MOTOR BOAT OPERATORS						
	62000401	BUS DRIVERS	536	688	15	16	31	
	62000402	BUS DRIVERS, SCHOOL	506	676	17	16	33	
	62000801	DELIVERY & ROUTE WORKERS	2,441	2,864	42	51	93	
	62001001	INDUSTRIAL TRUCK OPERATORS	870	1,061	19	13	32	
	62001002	CARRIER DRIVERS	91	105	1	1	2	
	62001202	DINKEY OPERATORS	13	14				
	62001400	PARKING LOT ATTENDANTS	23	30	1	2	3	
	62001600	RAILROAD BRAKE OPERATORS	903	806	-9	15	6	
	62002001	AMBULANCE DRIVERS/AMB ATTENDA	252	312	6	15	21	
	62002004	TAXI DRIVERS	79	95	2	5	7	
	62002007	CHAUFFEURS	34	38		2	2	
	62002201	TRUCK DRIVERS	5,835	7,469	163	132	295	
	63000000	AEL OTHER OPS & SEMISKILLED W	1,886	2,383	50	49	99	
	80001200	GARBAGE COLLECTORS	317	433	12	13	25	
CLUSTER TOTAL			14,962	18,018	310	380	690	3331

SV3-BARBERING

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	70081000	BARBERS	149	170	2	12	14	
CLUSTER TOTAL			149	170	2	12	14	80

SV4-COSMETOLOGY

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10140600	EMBALMERS	40	43		1	1	
	70080602	MORTUARY BEAUTICIANS						
	70080607	FUNERAL ATTENDANTS						
	70082001	COSMETOLOGISTS/WM'S HAIRSTYLI	641	803	16	24	40	
CLUSTER TOTAL			681	846	16	25	41	391

SV5-CHILD CARE SERVICES

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	70081601	CHILD CARE ATTENDANTS	72	95	2	5	7	
	70081602	CHILD CARE WORKERS	700	979	28	48	76	
	70082600	SCHOOL MONITORS	200	247	5	16	21	
	70083000	WELFARE SERVICE AIDES	357	513	16	15	31	
CLUSTER TOTAL			1,329	1,834	51	84	135	1994

SV6-FOOD PROD., MGMT., & SERV.

OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
10100600	DIETITIANS &/OR NUTRITIONISTS	180	244	6	11	17	
50140202	BAKERS	184	210	3	6	9	
50140205	CAKE DECORATORS	20	23		1	1	
61081462	CUTTING MACHINE OPERATORS,FOO	84	88		2	2	
61083201	BONERS,MEAT	50	52		1	1	
61083204	BUTCHERS,ALL-AROUND	83	86		2	2	
61083205	CARCASS SPLITTERS	95	98		3	3	
61083856	MIXERS,FOOD & TOBACCO	34	36				
61086001	PICKLERS,FOOD						
61086003	PRESS OPERATORS,MEAT	32	33		1	1	
61086012	CASING FINISHERS &/OR STUFFER						
61086021	FLAVOR ROOM WORKERS,FREEZER O	13	12				
61086026	DAIRY PROCESSING EQMT OPERATO	60	55		1	1	
61086029	CHEESEMAKERS	21	19				
61086033	MEAT GRINDERS	140	145	1	3	4	
61086035	COOKS &/OR COOKERS						
61086207	WASHERS &/OR SEPARATORS,FOOD						
61086221	PASTEURIZERS,MARGARINE						
61086258	DOUGHNUT MAKRS/DOUGHNUT MACH	43	48	1	1	2	
61086295	DRIER OPERATORS						
61089003	BAKER HELPERS	21	17				
61089007	CHEESEMAKER HELPERS	15	14				
61089009	COOLER ROOM WORKERS,MEAT,	44	45		1	1	
61089058	SKINNERS,ANIMAL	19	20				
70040200	BAKERS,BREAD &/OR PASTRY	246	296	5	8	13	

SV6-FOOD PROD., MGMT., & SERV.

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	70040400	BARTENDERS	1,823	2,301	48	44	92	
	70040600	DINING RM ATTNS,BAR HELPERS,E	1,577	2,103	53	22	75	
	70040802	COOKS,SHORT ORDER/SPEC FAST F	1,934	2,511	58	81	139	
	70040803	COOKS,RESTAURANT	1,402	1,843	44	59	103	
	70040804	COOKS,INSTITUTIONAL	1,447	1,955	51	62	113	
	70041201	COUNTER ATTNS,LUNCHRM,COF SH,	383	475	9	11	20	
	70041400	BUTCHERS &/OR MEAT CUTTERS	482	547	7	16	23	
	70041601	HOSTS/HOSTESSES,REST,LNGE,COF	399	525	13	15	28	
	70041602	WAITERS OR WAITRESSES	7,385	9,569	218	266	484	
	70041802	KITCHEN HELPERS	3,906	5,037	113	144	257	
	70041804	FD PREP & SERV WKRS,FAST FD R	3,975	5,226	125	147	272	
	70041805	PANTRY,SANDWICH,&/OR COFF MAK	453	595	14	17	31	
	70041899	ALL OTHER FOOD SERVICE WORKER	1,295	1,629	33	44	77	
	80002828	RAW CHEESE WORKERS						
CLUSTER TOTAL			27,845	35,857	802	969	1,771	9705

IC1-POWER STATION OPERATORS

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	50120800	SWITCHBOARD OPS,GENERATING PL	64	67		3	3	
	50144004	AUXILIARY EQUIPMENT OPERATORS						
	50144014	STATIONARY ENGINEERS	242	271	3	8	11	
	61085602	STATIONARY BOILER FIRERS	331	368	4	15	19	
	61085612	FURNACE &/OR BURNER TENDERS	43	55	1	2	3	
	70080605	CREMATORS						
CLUSTER TOTAL			680	761	8	28	36	101

TC2-CIVIL TECHNOLOGY OCCU.

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10020600	CIVIL ENGINEERS	838	1,019	18	23	41	
	10022099	ALL OTHER ENGINEERS	329	348	2	6	8	
	10041000	GEOLOGISTS & GEOPHYSICISTS	226	301	8	8	16	
	10041400	PHYSICISTS	12	23	1		1	
	10060402	MATHEMATICIANS						
	10060403	ALL OTHER MATH SCIENTISTS	31	34				
	10060600	STATISTICIANS	59	65	1	2	3	
	10081200	MATHEMATICAL TECHNICIANS						
	10081600	SURVEYORS	833	988	16	19	35	
	10081804	OBSERVERS,ELEC PROSP/GRAV PRO	11	21	1		1	
	10081816	CIVIL ENGINEERING TECHNICIANS	113	190	8	2	10	
	10081898	ALL OTHR ENGINEERING TECHNICI	644	684	4	10	14	
	10081899	ALL OTHER SCIENCE TECHNICIANS	2,170	2,446	28	36	64	
	61081000	SURVEYOR HELPERS	202	345	14	8	22	
CLUSTER TOTAL			5,468	6,464	101	114	215	67

TC3-CHEMICAL TECHNOLOGY OCCU.

OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
10020400	CHEMICAL ENGINEERS	55	70	2	1	3	
10040800	CHEMISTS	298	356	6	5	11	
50142205	TESTERS	94	95		3	3	
61083620	GAGERS	30	28		1	1	
61083802	REAGENT OPERATORS						
61083855	MIXERS/BLENDERS,CHEMICALS	26	34	1	1	2	
61086224	REFINERY OPERATORS	36	27		1	1	
61087011	EVAPORATOR OPERATORS,PAPERMAK						
61087020	BLEACHER OPERATORS,PULP						
61087021	DIGESTER OPERATORS						
61087288	CHEMICAL OPERATOR HELPERS						
61087290	CHEMICAL OPERATORS A						
61087291	CHEMICAL OPERATORS B	47	59	1	1	2	
61087295	CHIEF OPERATORS	54	88	3	1	4	
61087409	CONTROL PANEL OPERATORS,PETRO	68	68		1	1	
61087810	TANNING DRUM OPS/COLORERS,HID						
61088240	SLIME PRESS & FILTER OPERATOR						
61088296	PRECIPITATOR OPERATORS						
61088405	FILTER/FILTER PRESS OPERATORS						
61088415	LAMINATORS,PREFORMS	67	121	5	2	7	
61088625	REFINERY OPERATORS,PETROLEUM	94	94		2	2	
61089067	REFINERY OPERATOR HELPERS,PET	12	13				
61089206	NAT GAS TREATING UNIT OPERATO	10	20	1		1	
CLUSTER TOTAL		891	1,073	19	19	38	89

TC4-INVIRONMENTAL CONTRL TECHN

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10021600	MINING ENGINEERS	50	73	2	7	9	
	10021800	PETROLEUM ENGINEERS	58	100	4	1	5	
	10022003	TRAFFIC ENGINEERS	23	27				
	10040400	METEOROLOGISTS	30	29		1	1	
	10081809	SCOUTS	9	18	1		1	
	10081813	TRAFFIC TECHNICIANS	25	29		1	1	
	10181000	URBAN AND REGIONAL PLANNERS	96	121	3	2	5	
	10243804	SAFETY INSPECTORS	13	14				
	10243823	BLDG INSPECTORS,FIRE INSURANC						
	20040400	CONSTRUCTION INSPECTORS	174	201	3	11	14	
	50144013	SEWAGE PLANT OPERATORS	183	234	5	7	12	
	50144019	PUMP STAT OPERATORS,WATERWORK	14	17				
	50144025	WATER TREATMENT PLANT OPERATO	151	186	4	5	9	
	61087064	BROWN STOCK WASHERS,BLOW PIT	9	10				
	61088248	DUST OPS/ORE CRUSHING DUST CO						
CLUSTER TOTAL			835	1,059	22	35	57	132

TC5-MECHANICAL TECHNOLOGY OCCU

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10021200	MECHANICAL ENGINEERS	211	291	8	5	13	
	10081400	MECHAN ENGINEERING TECHNICIAN	11	12				
	50081803	ENGINEERING EQUIPMT MECHANICS	518	624	11	12	23	
CLUSTER TOTAL			740	927	19	17	36	310

TC6-INSTRUMENT TECHNOLOGY OCCU

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10020800	ELECTRICAL ENGINEERS	453	584	13	6	19	
	50083206	ELECTRICAL INSTRUMENT REPAIRE	11	11				
	50083212	LOCKSMITHS						
	50083221	INSTRUMENT REPAIRERS	169	178	1	4	5	
	50142206	TECHNICAL OPERATORS,OIL & GAS						
	50142402	WATCHMAKERS	17	23	1	1	2	
	50142408	GEM CUTTERS		2				
	50143002	OPTICIANS,DISP &/OR OPTIC MEC	45	64	2	1	3	
	50148401	JEWELERS &/OR SILVERSMITHS	35	48	1	2	3	
	61088803	BENCH HANDS,JEWELRY		2				
CLUSTER TOTAL			730	912	18	14	32	34

TC7-TEXTILE TECHNOLOGY OCCU

OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOYMENT-1980	PROJ EMPLOYMENT-1990	AVERAGE GROWTH	AVERAGE REPLACEMENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
50080600	AUTO SEAT COVER,TOP INSTALLER	12	15				
50141000	MERCHAN DISPLAYERS & WIND TRM	46	51	1	2	3	
50143602	SHOE REPAIRERS	15	19		1	1	
50144401	ALTERATION TAILORS	153	181	3	5	8	
50144402	CUSTOM TAILORS						
50144601	FURNITURE UPHOLSTERERS	41	53	1	1	2	
50144602	CUSHION MAKERS	11	17	1		1	
50144603	SPRINGERS						
50144604	UPHOLSTERY TRIMMERS						
50144605	UPHOLSTERERS	11	17	1		1	
50144606	UPHOLSTERY CUTTERS	9	14	1		1	
61040402	KNITTERS,FULL FASHIONED GARME						
61040622	BEAMERS,HAND OR MACHINE						
61041028	FOLDERS,HAND						
61080419	ASSEMBLERS	424	603	18	10	28	
61081201	PRESSERS,HAND	18	16				
61081202	PRESSERS,MACHINE	49	47		1	1	
61081203	PRESSERS,MACHINE,LAUNDRY	279	317	4	9	13	
61081403	CUTTERS,MACHINE						
61081600	SEWERS,CUSTOM	9	12		1	1	
61082801	MARKERS,CLASSIFIERS,ASSEMBLER	79	76		3	3	
61082802	SPOTTERS,DRYCLEANING						
61082803	SPOTTERS,WASHABLE MATERIALS						
61082804	WASHERS,MACH &/OR STARCHERS	245	334	9	11	20	
61082805	TUMBLER OPERATORS	26	24		1	1	

TC7-TEXTILE TECHNOLOGY OCCU

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	61082806	DRYCLEANING MACHINE OPERATORS	22	20		1	1	
	61082809	LAUNDRY OPERATORS,SM ESTABLHM	111	145	3	5	8	
	61082818	FOLDERS,LAUNDRY	44	40		2	2	
	61085204	MENDERS	26	24		1	1	
	61085205	SEWING MACH OPS,REG EQMT,NONG	52	71	2	2	4	
	61085206	BAG SEWERS						
	61085215	SEWING MACH OPS,SPEC EQMT,NON	51	87	4	2	6	
	61085219	SEWING MACH OPS,SPEC EQMT,GAR	10	15	1		1	
	61085220	SEWING MACH OPS,REG EQMT,GARM	10	18	1		1	
	61089221	DRAPERY & UPHOLSTERY MEASURER						
CLUSTER TOTAL			1,753	2,216	50	58	108	289

ICB-COMMERCIAL AVIATION OCCU

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10140200	AIRPLANE PILOTS	101	133	3	1	4	
	10140400	AIR TRAFFIC CONTROLLERS	142	138		1	1	
	50080400	AIRCRAFT MECHANICS	176	196	2	2	4	
	61088817	FABRICATORS, PLASTICS	15	20	1		1	
	62001800	TOWER OPERATORS	24	22		1	1	
	80002830	LINE SERVICE ATTENDANTS	69	88	2	3	5	
CLUSTER TOTAL			527	597	8	8	16	231

TC9-INDUSTIAL ENGINEERING OCCU

	OES MATRIX CODE	OES MATRIX TITLE	CURRENT EMPLOY MENT-1980	PROJ EMPLOY MENT-1990	AVERAGE GROWTH	AVERAGE REPLACE MENTS	AVERAGE ANNUAL OPENINGS	SUPPLY
	10021000	INDUSTRIAL ENGINEERS	162	179	2	3	5	
	10081000	INDUSTRIAL ENGINRING TECHNICI						
	50142202	INSPECTORS	194	178	-1	7	6	
CLUSTER TOTAL			356	357	1	10	11	3
GRAND CUM.			277,345	342,829	6,606	9,557	16,159	

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|----------SUPPLY SOURCES----------|

AG1-AGRICULTURE PRODUCTION

DISCIPLINE TITLE	SYST-CDE	PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
AGRICULTURE PRODUCTION	01.0100	84	2							86
AUCTIONEERING	04.0800									
AGRICULTURE TECHNOLOGIES	5402			37						37
WAREHOUSING	219.367-034							6		6
HARVEST WORKER, FRUIT	403.687-018								14	14
FARMWORKER LIVESTOCK	410.664-010						5			5
BEEKEEPER	413.161-010						1			1
FARMWORKER,GENERAL	421.683-010					1				1
FARMWORKER GENERAL	421.683-010						5			5
FISH FARMER	446.161-010						1			1
FISH HATCHERY WORKER	446.684-010						4			4
LABORER AQUATIC LIFE	446.687-014						2			2
BACK TENDER, PAPER MACHINE	534.662-010								15	15
MATERIAL HANDLER	929.687-030								5352	5352
CLUSTER TOTAL		84	2	37	0	1	18	6	5381	5529

* Montana SOICC
Room C317 - Cogswell Building
State Capitol Complex
Helena, Montana 59620
(406)449-2741

AG2-AGRICULTURE BUSINESS

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
AUCTIONEERING	04.0800									
AGRICULTURE TECHNOLOGIES	5402									
RANCH MANAGER	180.167-018						1			1
PLANT MANAGER	183.117-014						1			1
WAREHOUSING	219.367-034							6		6
FARMWORKER LIVESTOCK	410.664-010						5			5
ANIMAL CARETAKER	410.674-010						6			6
SHEEP HERDER	410.687-022								17	17
ANIMAL KEEPER	412.674-010						1			1
FARMWORKER,GENERAL	421.683-010									
FARMWORKER GENERAL	421.683-010						5			5
SORTER, AGRICULTURAL PRODUCE	529.687-186								100	100
SCALE MECHANIC	633.281-026						1			1
MILKING SYSTEM INSTALLER	809.381-018						1			1
FENCE ERECTOR	869.684-022						2			2
LABORER, STORES	922.687-058									
LABORER STORES , WHAREHOUSE	922.687-058						14			14
MATERIAL HANDLER	929.687-030						52			52
CLUSTER TOTAL		0	0	0	0	0	89	6	117	212

AG3-AGRICULTURE MECHANICS

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
AGRICULTURE MECHANICS	01.0300	5	22							27
AGRICULTURAL ENGINEERING TECHNOLOGIES	5399									
AGRICULTURE TECHNOLOGIES	5402									
CONSTRUCTION MANAGER	182.017-010						2			2
FARMWORKER,GENERAL	421.683-010									
FARMWORKER GENERAL	421.683-010						5			5
FARM-EQUIPMENT MECHANIC	624.281-010								22	22
FARM EQUIPMENT MECHANIC	624.281-010						1			1
FARM MACHINERY SET UP MECHANIC	624.381-018						1			1
FARM MACHINE WELDER	625.280-100						1			1
MAINTENANCE MECHANIC	638.281-014									
CLUSTER TOTAL		5	22	0	0	0	10	0	22	59

AC4-HORTICULTURE & LANDSCAPING

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
FLORISTRY	04.0500				19					19
AGRICULTURE TECHNOLOGIES	5402									
HORTICULTURAL WORKER	405.684-014						4			4
CREENS KEEPER	406.683-010						5			5
CEMETARY WORK	406.684-010						12			12
GROUNDS WORKERS	406.684-014						27			27
PARK GROUNDS KEEPER	406.687-010						83			83
LANDSCAPE GARDENER	408.161-010						1			1
CLUSTER TOTAL		0	0	0	19	0	132	0	0	151

AG5-FORESTRY LOGGING & LUMBER

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
FORESTRY	01.0700	2	17							19
FISH, GAME, AND WILDLIFE MANAGEMENT	0107			99						99
PARKS AND RECREATION MANAGEMENT	2103			31						31
FORESTRY AND WILDLIFE TECHNOLOGIES	5403			14						14
FORESTER	040.061-034								100	100
TIMBER-MANAGEMENT SPECIALIST	040.061-034					1				1
BIOLOGIST	041.061-030								106	106
FORESTER AIOE	452.364-010								725	725
FORESTRY AIDE	452.364-010						165			165
FOREST WORKER	452.687-010						117			117
LOGGING FALLER I	454.384-010						2			2
CRUISER /LOGGING ESTIMATOR	459.387-010						1			1
LARORER , BRUSH CLEARING	459.687-010						3			3
KILN BURNER	573.682-010						6			6
VARIETY SAW OPERATOR	667.682-086						1			1
SAW MILLWORKER	667.686-014						2			2
MACHINE SETTER WOOO	669.280-010						1			1
MOLDER PATTERN	693.381-022						1			1
YARO SUPERVISOR , PULP WOOO	929.133-010						1			1
CLUSTER TOTAL		2	17	144	0	1	300	0	931	1395

GX1-ADVERTISING

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
BROADCASTING	17.9902				50					50
COMMUNICATIONS, GENERAL	0601			10						10
JOURNALISM	0602			34						34
RADIO/TELEVISION	0603			10						10
ADVERTISING	0604									
COMMUNICATIONS, MEDIA	0605									
MARKETING, DISTR., PURCHASING	5004									
COPY WRITER	131.067-014					1				1
NEWSCASTER	131.267-010						1			1
NEWSWRITER	131.267-014					1				1
WRITER, TECHNICAL PUBLICATIONS	131.267-026								45	45
JOURNALISM	131.267-026						1			1
EDITORIAL ASSISTANT	132.267-014						3			3
EDITOR INDEX	137.267-010						1			1
PHOTO JOURNALIST	143.062-034						1			1
PURCHASING AGENT	162.157-038									
PUBLIC-RELATIONS REPRESENTATIVE	165.067-010									
ADMINISTRATIVE ASSISTANT	169.167-010					1				1
ADVERTISING ASSISTANT	169.167-010						5			5
SALES REPRESENTATIVE, ADVERTISING	254.357-014								29	29
CLUSTER TOTAL		0	0	54	50	3	12	0	74	193

GX2-DRAFTING

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
DRAFTING	17.1300	23	27							50
ARCHITECTURE	0202			42						42
ENGINEERING GRAPHICS	5303									
ARCHITECTURAL DRAFTING TECHNOLOGIES	5304			8						8
DRAFTER, ARCHITECTURAL	001.261-010					2			83	85
DRAFTER, CIVIL	005.281-010								27	27
DRAFTER, STRUCTURAL	005.281-014								10	10
CLUSTER TOTAL		23	27	50	0	2	0	0	120	222

GX3-COMMERCIAL ART

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
FLORISTRY	04.0500									
FINE ARTS, GENERAL	1001			16						16
ART (PAINTING, DRAWING, SCULPTURE)	1002			77						77
APPLIED DESIGN	1009									
APPLIED ARTS, GRAPHIC ARTS AND FINE AR	5012			4						4
CURATOR'S ASSISTANT	102.017-010						26			26
GRAPHIC ARTIST	141.061-022						5			5
FLORAL DESIGNER	142.081-010						1			1
GRAPHIC ARTIST	149.021-010						1			1
COMPOSER,MUSIC OCCUPATIONS	152.410-100						1			1
ART SALESPERSON	277.457-010						1			1
PIANO TUNER	730.361-010						1			1
PICTURE FRAMER	739.684-146						1			1
PROP MAKER THEATRICAL	962.281-010						4			4
WARDROBE SPECIALTY WORKER	969.381-010						2			2
SIGN WRITER	970.281-022						9			9
PAINTER, HAND	970.381-022						2			2
CLUSTER TOTAL		0	0	97	0	0	54	0	0	151

GX4-PRINTING & GRAPHIC ARTS

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
GRAPHIC ARTS	17.1900	5								5
APPLIED DESIGN	1009									
APPLIED ARTS, GRAPHIC ARTS AND FINE AR	5012			4						4
GRAPHIC ARTIST	141.061-022						5			5
GRAPHIC ARTIST	149.021-010						1			1
PRINTER	651.380-010						1			1
PHOTOGRAPHERS HELPER	976.667-010						1			1
GRAPHIC ARTS TECHNICIAN	979.382-018						1			1
PRINT-SHOP HELPER	979.684-026						8			8
CLUSTER TOTAL		5	0	4	0	0	17	0	0	26

HE1-MEDICAL RECORD TECHNOLOGIS

DISCIPLINE TITLE	SYST-CDE	PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
		SUPPLY SOURCES								
MEDICAL RECORD TECHNOLOGIES	5213									
MEDICAL ASSISTANT	5214									
MEDICAL SECRETARY	201.362-014						3			3
HOSPITAL-ADMITTING CLERK	205.362-018									
MEDICAL-RECORD CLERK	245.362-010					1				1
WARD CLERK	245.362-014								35	35
CLUSTER TOTAL		0	0	0	0	1	3	0	35	39

HE10-PHYSICIAN

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
MEDICINE, MD DEGREE	1206									
MEDICAL SPECIALTIES	1207									
OSTEOPATHIC MEDICINE, D.O.	1210									
CLUSTER TOTAL		0	0	0	0	0	0	0	0	0

HE2-3DENTAL ASSISTANT

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
DENTAL ASSISTANT	07.0101		16							16
DENTAL ASSISTANT TECHNOLOGIES	5202									
DENTAL ASSISTANT	079.371-010								202	202
CLUSTER TOTAL		0	16	0	0	0	0	0	202	218

HE3-DENTAL HYGIENIST

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
DENTAL HYGIENE TECHNOLOGIES	5203									
DENTAL HYGIENIST	078.361-010								24	24
CLUSTER TOTAL		0	0	0	0	0	0	0	24	24

HE4-3MEDICAL LAB TECHNICIAN

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
MEDICAL OR BIOLOGICAL LABORATORY ASSIS	5205									
MEDICAL TECHNOLOGIST	078.361-014								35	35
MEDICAL-LABORATORY TECHNICIAN	078.381-014								29	29
DENTAL-LABORATORY TECHNICIAN	712.381-018								18	18
CLUSTER TOTAL		0	0	0	0	0	0	0	82	82

HE5-LICENSED PRACTICAL NURSE

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
PRACTICAL NURSE	07.0302		125							125
SURGICAL TECHNICIAN	07.0305		10							10
NURSING, PRACTICAL	5209									
NURSE, LICENSED PRACTICAL	079.374-014								271	271
SURGICAL TECHNICIAN	079.374-022								20	20
NURSE,PRACTICAL	354.374-010					1				1
PRACTICAL NURSE	354.374-010						1			1
CLUSTER TOTAL		0	135	0	0	1	1	0	291	428

HE6-MEDICAL NURSING ASSISTANT

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
NURSE ASSISTANT	07.0303		36							36
HEALTH OCCU. EDUCATION,OTHER	07.9900									
MEDICAL ASSISTANT	5214									
OTHER, HEALTH SERVICES	5299									
MEDICAL ASSISTANT	079.367-010								44	44
VOLUNTEER SERVICE SUPERVISOR	187.137-014						3			3
VOLUNTEER SERVICE COORDINATOR	187.167-022						2			2
RESIDENCE SUPERVISOR	187.167-186						2			2
MEDICAL COUNSELOR	195.107-034						2			2
HOSPITAL CLERK	205.362-018						2			2
COMPANION	309.667-010					1				1
COMPANION	309.677-010								60	60
BIRTH ATTENDANT	354.377-010						2			2
HOME ATTENDANT	354.377-014						2			2
PSYCHIATRIC AIDE	355.377-014								58	58
PSYCHOLOGIST AIDE	355.377-014						3			3
HOSPITAL ATTENDANT	355.674-000						1			1
CHILD-CARE ATTENDANT, SCHOOL	355.674-010					1				1
DAY CARE WORKER	355.674-010						1			1
NURSE AIDE	355.674-014					1			1453	1454
NURSES AIDE TRAINEE	355.674-014						22			22
ORDERLY	355.674-018								55	55
CLUSTER TOTAL		0	36	0	0	3	42	0	1670	1751

HE7-TREATMENT SERVICES

DISCIPLINE TITLE	SYST-CDE	PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
		SUPPLY SOURCES								
INHALATION THERAPY	07.0903		13							13
HEALTH SERVICES ASSISTANT TECHNOLOGIES	5201			17						17
OCCUPATIONAL THERAPY TECHNOLOGIES	5210									
INHALATION THERAPY TECHNOLOGIES	5215									
PHYSICAL THERAPY TECHNOLOGIES	5219									
OTHER, HEALTH SERVICES	5299									
VOCATIONAL-REHABILITATION COUNSELOR	045.107-042					1				1
PHARMACIST	074.161-010								28	28
MUSIC THERAPIST	076.127-014					1				1
RESPIRATORY THERAPIST	079.361-010								27	27
OCCUPATIONAL-SAFETY-AND-HEALTH-INSPECT	168.167-062									
VOLUNTEER SERVICE SUPERVISOR	187.137-014						3			3
VOLUNTEER SERVICE COORDINATOR	187.167-022						2			2
SOCIAL WORKER, PSYCHIATRIC	195.107-034					1				1
CLUSTER TOTAL		0	13	17	0	3	5	0	55	93

HE8-RADIOLOGIC TECHNICIAN

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
RADIOLOGIC TECHNOLOGY	07.0501				18					18
RADIOLOGIC TECHNOLOGIES	5207									
CLUSTER TOTAL		0	0	0	18	0	0	0	0	18

HE9-REGISTERED NURSE

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
NURSING	1203			174						174
NURSING, R.N. (LESS THAN 4-YEAR PROGRA	5208			72						72
NURSE, GENERAL DUTY	075.374-010								179	179
NURSE,GENERAL DUTY	075.374-010					1				1
CLUSTER TOTAL		0	0	246	0	1	0	0	179	426

MK1-REAL ESTATE MARKETING

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
REAL ESTATE	04.1700				651					651
REAL ESTATE	0511									
REAL-ESTATE AGENT	186.117-058					1				1
REAL ESTATE	186.117-058						1			1
SALES AGENT, REAL ESTATE	250.357-018								18	18
CLUSTER TOTAL		0	0	0	651	1	1	0	18	671

MK2-MARKETING MANAGEMENT

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
BUSINESS MANAGEMENT AND ADMINISTRATION	0506			185						185
MARKETING AND PURCHASING	0509			12						12
PURCHASING AGENT	162.157-038								55	55
MANUFACTURING SUPERVISOR	183.167-018						1			1
MANAGER, AUTOMOBILE SERVICE STATION	185.167-014								20	20
MANAGER, RETAIL STORE	185.167-046								345	345
STORE MANAGER	185.167-046						1			1
MANAGER, FOOD SERVICE	187.167-106									
BUSINESS MANAGER	189.167-022						3			3
BUSINESS ADMINISTRATOR	191.117-018						1			1
SALES AGENT	251.135-010						1			1
MANAGER, DEPARTMENT	299.137-010								35	35
CLUSTER TOTAL		0	0	197	0	0	7	0	455	659

MK3-RETAIL MARKETING

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
GENERAL MERCHANDISE	04.0800	133	37							170
MARKETING, DISTR., PURCHASING	5004			14						14
PURCHASING AGENT	162.157-038									
COMMODITIES BROKER	162.157-042						1			1
MANAGER, SALES	163.167-018								86	86
UNDERWRITER	169.167-058								11	11
MANAGER, INDUSTRIAL ORGANIZATION	189.117-022								15	15
CLOTHES SORTER	222.387-054						8			8
STOCK CLERK, WAREHOUSEMAN	222.387-058							4		4
TOURIST INFORMATION ASSISTANTS	237.367-050						2			2
HOTEL CLERK	238.362-010						2			2
RESERVATION CLERK	238.362-014						1			1
SALES AGENT, INSURANCE	250.257-010								39	39
SALES AGENT	251.135-010						1			1
SALES REPRESENTATIVE, ADVERTISING	254.357-014									
SALES REP	254.357-014						1			1
SALES REPRESENTATIVE FOOD	260.357-014						2			2
SALESPERSON, MEN'S AND BOYS' CLOTHING	261.357-050								18	18
SALESPERSON, SHOES	261.357-062								13	13
SALESPERSON, WOMEN'S APPAREL AND ACCES	261.357-066								54	54
SALESPERSON, COSMETICS AND TOILETRIES	262.357-018					1				1
FURNITURE SALESPERSON	270.357-030						1			1
APPLIANCE SALESPERSON	270.357-034						1			1
SALESPERSON, AUTOMOBILES	273.353-010								78	78

MK3-RETAIL MARKETING

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
SALES REPRESENTATIVE, MOTOR VEHICLES A	273.357-022								10	10
SALES REPRESENTATIVE, CONSTRUCTION MAC	274.357-022								13	13
SALES REPRESENTATIVE,MORTICIAN SUPPLIE	275.357-030					1				1
ART SALESPERSON	277.457-010						1			1
GENERAL SALESPERSON	279.357-014						1			1
SALESPERSON, GENERAL HARDWARE	279.357-050								64	64
HARDWARE SALESPERSON	279.357-050						1			1
SALESPERSON, GENERAL MERCHANDISE	279.357-054								1217	1217
SALES PERSON GENERAL	279.357-054						2			2
SALESPERSON, PARTS	279.357-062								127	127
PARTS SALESPERSONS	279.357-062						3			3
SALES CLERK	290.477-014								3210	3210
SALES CLERK, FOOD	290.477-018								146	146
DRIVER, SALES ROUTE	292.353-010									
AUCTIONEER	294.257-010					1				1
APPAREL RENTAL CLERK	295.357-010						1			1
TELEPHONE SOLICITOR	299.357-014								45	45
AUTOMOBILE-SERVICE-STATION ATTENDANT	915.467-010								653	653
LUBRICATION SERVICER	915.687-018								18	18
PACKAGER HAND	920.587-018						1			1
BAGGER	920.687-014								261	261
BAGGER GROCERY	920.687-014						2			2
BANDER HAND	920.687-030						7			7
CUTTER, BANANA ROOM	929.687-010						5			5

MK3-RETAIL MARKETING

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
CLUSTER TOTAL		133	37	14	0	3	44	4	6078	6313

MK4-RECREATION & TOURISM

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
RECREATION	01.0602				5					5
PARKS AND RECREATION MANAGEMENT	2103			31						31
PUBLIC-RELATIONS REPRESENTATIVE	165.067-010								81	81
RECREATION MANAGER	187.117-042						1			1
HOTEL RECREATION MANAGER	187.167-122						2			2
MANAGER, THEATER	187.167-154								10	10
RECREATION AIDE	195.167-014						1			1
PROGRAM AIDE	195.222-014						1			1
RECREATION LEADER	195.227-010						24			24
RECREATION LEADER	195.227-014						1			1
RESERVATION AIDE	238.367-018						1			1
GROUNDS WORKER	301.687-010						6			6
HOTEL ATTENDANT	328.281-010						2			2
RECREATION ATTENDANT	341.367-010						5			5
LIFE GUARD AIDE	379.667-014						4			4
BICYCLE REPAIRER	639.681-010						4			4
SWIMMING POOL SERVICER	891.684-018						2			2
MOBILE HOME LOT WORKER	899.484-010						4			4
CLUSTER TOTAL		0	0	31	5	0	58	0	91	185

OF1-BOOKKEEPING & ACCOUNTING

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
ACCOUNTING & COMPUTING OCCU.	14.0100		62							62
GENERAL OFFICE CLERKS	14.0303	26								26
BUSINESS MANAGEMENT AND ADMINISTRATION	0506			185						185
ACCOUNTING TECHNOLOGIES	5002			4						4
BUSINESS ACCOUNTANTS	5003									
AUDITOR	160.162-014								27	27
ACCOUNTANT	160.167-010					1			331	332
ACCOUNTING	160.167-010						3			3
ACCOUNTANT	160.167-026						1			1
ACCOUNTANT	160.168-010						2			2
ESTIMATOR	160.267-018								23	23
AUDIT CLERK	210.382-010								58	58
BOOKKEEPER I	210.382-014								1472	1472
BOOKEEPER	210.382-014					3				3
BOOKKEEPER	210.382-014						9			9
BOOKKEEPER II	210.382-018						1		348	349
BOOKKEEPING-MACHINE OPERATOR I	210.382-022								13	13
CASHIER I	211.362-010								183	183
TELLER	211.362-018								257	257
CASHIER II	211.462-010								1465	1465
CASHIER	211.462-010						9			9
CASHIER CHECKER	211.462-014						8			8
INSURANCE CLERK	214.362-022								13	13
PAYROLL CLERK	215.482-010						1		26	27

|----------SUPPLY SOURCES----------|

OF1-BOOKKEEPING & ACCOUNTING

DISCIPLINE TITLE	SYST-CDE	PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
BUDGET CLERK	216.382-022						3			3
CLERICAL ARMY	216.382-062						2			2
PROOF-MACHINE OPERATOR	217.382-010								25	25
CLAIM ADJUSTER	241.217-010								19	19
CLUSTER TOTAL		26	62	189	0	4	39	0	4260	4580

OF2-CLERICAL OFFICE PRACTICE

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES								SUPPLY TOTALS
		PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	
GENERAL OFFICE, CLERICAL	14.0300		23							23
BUSINESS AND COMMERCE TECHNOLOGIES	5001			39						39
ESTIMATOR	160.267-018									
CLERICAL	161.267-010						1			1
SECRETARY	201.362-030									
CLERICAL AIDE	201.363-030						2			2
STENOGRAPHER	202.362-010						1			1
CLERK TYPIST	203.362-010						60	5		65
CLERK-TYPIST	203.362-010					1			831	832
TYPIST	203.582-066								41	41
HOSPITAL-ADMITTING CLERK	205.362-018								12	12
HOSPITAL CLERK	205.362-018						2			2
FILE CLERK I	206.362-010								109	109
FILE CLERK	206.362-010						8			8
FILE CLERK II	206.367-014								10	10
FILE CLERK	206.367-014						8			8
CIRCULATION CLERK	209.362-010						2			2
CLERK, GENERAL	209.562-010								3102	3102
CLERK,GENERAL	209.562-010					1				1
RECEPTIONIST CLERICAL SECRETAR	209.562-010						186			186
CLERICAL AIDE	209.562-018						2			2
RECEPTIONIST	209.562-050						1			1
CHECKER II	209.687-010								17	17
AUDIT CLERK	210.382-010						1			1

OF2-CLERICAL OFFICE PRACTICE

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
ACCOUNTING CLERK	216.482-010								187	187
ADMINISTRATIVE CLERK	219.362-010								2449	2449
GENERAL OFFICE CLERK	219.362-010						124			124
ATTENDENCE CLERK	219.362-013						6			6
TELEGRAPH CLERK	219.362-020						1			1
INSURANCE CLERK	219.387-014						1			1
COUPON CLERK	219.388-010						2			2
TAX CLERK	219.562-010						2			2
CONTROL CLERK, DATA PROCESSING	221.382-014									
STOCK CLERK	222.387-058								521	521
CENTRAL-OFFICE OPERATOR	235.462-010								82	82
TELEPHONE OPERATOR	235.662-022						1		105	106
APPOINTMENT CLERK	237.367-010						1		13	14
INFORMATION CLERK	237.367-022						2			2
RECEPTIONIST	237.367-038								1171	1171
RECEPTIONISTS	237.367-038						14			14
HOTEL CLERK	238.362-010								251	251
SERVICE OBSERVER	239.367-027						2			2
RECEPTIONIST	239.367-038						1			1
OFFICE HELPER	239.567-010						2			2
CLAIM ADJUSTER	241.217-010									
COLLECTION CLERK	241.357-010						1		13	14
WARD CLERK	245.362-014									
DISPATCHER, MOTOR VEHICLE	249.167-014								19	19

OF2-CLERICAL OFFICE PRACTICE

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
ORDER CLERK	249.367-054						1			1
SWITCHBOARD OPERATOR	952.362-038									
CLUSTER TOTAL		0	23	39	0	2	435	5	8933	9437

OF3-COMMUNICATIONS CLERICAL

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
BROADCASTING	04.0100				14					14
COMMUNICATIONS, GENERAL	0601			10						10
PUBLIC SERVICE TECHNOLOGIES, GENERAL	5501			2						2
PUBLIC ADMINISTRATION AND MANAGEMENT T	5508									
COUNSELOR	045.107-010									
LIBRARIAN	100.127-014								29	29
LIBRARY ASSISTANT	100.367-018						2			2
LIBRARY AIDE	100.367-046						2			2
WRITER, TECHNICAL PUBLICATIONS	131.267-026									
OCCUPATIONAL-SAFETY-AND-HEALTH-INSPECT	168.167-062					1				1
FOREIGN-SERVICE OFFICER	188.117-106					1				1
BRAILLE OPERATOR	203.582-010						1			1
TELEGRAPH OPERATOR	203.582-050						1			1
SURVEY WORKER	205.367-054								30	30
POSTAL CLERK	209.587-016						2			2
MAIL CLERK	209.587-026								33	33
STOCK CONTROL CLERK	219.367-034						2			2
STORAGE CLERK	219.388-000						1			1
PARTS CLERK	222.367-042						6			6
MATERIAL CLERK	222.387-034						1			1
SHIPPING CLERK	222.387-050						1			1
STOCK CLERK	222.387-058						1			1
RECEIVER DISPATCHER	239.367-022						20			20
CARGO AGENT	248.367-018						1			1

OF3-COMMUNICATIONS CLERICAL

DISCIPLINE TITLE	SYST-CDE	PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
		SUPPLY SOURCES								
DISPATCHER	249.167-014						1			1
LIBRARIAN AIDE	249.367-040						3			3
LIBRARY ASSISTANT	249.367-042						2			2
LIBRARY AIDE	249.367-046						40			40
ORDER CLERK	249.367-054						1			1
TEACHER AIDE	249.367-074					1				1
TEACHER AND LIBRARY AIDE	249.367-074						77			77
LABORER, STORES	922.687-058					1				1
CLUSTER TOTAL		0	0	12	14	4	165	0	92	287

OF4-PERSONNEL & LABOR RELATION

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
PERSONNEL MANAGEMENT	0515									
LABOR AND INDUSTRIAL RELATIONS	0516			2						2
EDUCATION TECHNOLOGIES	5503								323	323
COUNSELOR	045.107-010									
VOCATIONAL-REHABILITATION COUNSELOR	045.107-042								20	20
SOCIOLOGIST	054.067-014								45	45
FACULTY MEMBER, COLLEGE OR UNIVERSITY	090.227-010								552	552
TEACHER, SECONDARY SCHOOL	091.227-010									
TEACHER,SECONDARY SCHOOL	091.227-010								469	469
TEACHER, ELEMENTARY SCHOOL	092.227-010									
TEACHER,ELEMENTARY SCHOOL	092.227-010					1				1
TEACHER,DEAF	094.224-010									
INSTRUCTOR,PHYSICAL EDUCATION	099.224-010					1			61	62
LAWYER	110.107-010								94	94
CASEWORKER	195.107-010								52	52
SOCIAL GROUP WORKER	195.107-022					1				1
SOCIAL WORKER, SCHOOL	195.107-038									
CLUSTER TOTAL		0	0	2	0	3	0	0	1616	1621

OF5-SECRETARIAL OFFICE PRACTIC

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
STENOGRAPHIC, SECRETAIAL OCCU	14.0700		279							279
SECRETARIES	14.0702	19								19
STENOGRAPHERS	14.0703	10								10
SECRETARIAL STUDIES	0514									
SECRETARIAL TECHNOLOGIES	5005			38						38
ADMINISTRATIVE ASSISTANT	169.167-010								619	619
LEGAL SECRETARY	201.362-010								250	250
MEDICAL SECRETARY	201.362-014						3		68	71
SECRETARY	201.362-030					1			1649	1650
SECRETARY/RECEPTIONIST	201.362-030						110			110
SECRETARY	201.362-032						1			1
STENOGRAPHER	202.362-010						1			1
STENOGRAPHER	202.362-014								67	67
CLERK,GENERAL	209.562-010									
PRODUCTION ROOM WORKER	209.587-026						1			1
CLUSTER TOTAL		29	279	38	0	1	116	0	2653	3116

OF6-OFFICE MANAGEMENT

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
SECRETARIAL STUDIES	0514									
MANAGER	163.167-010						1			1
MANAGER, OFFICE	169.167-034								229	229
MANAGER OFFICE	169.167-034					2				2
MANAGEMENT TRAINEE	189.167-018						5			5
DEPARTMENT MANAGER	299.137-010						1			1
CLUSTER TOTAL		0	0	0	0	2	7	0	229	238

OF7-KEY ENTRY OCCUPATIONS

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
KEY PUNCH & CODING EQUIP OCCU	14.0202		123							123
KEY PUNCH OPERATOR	5102									
COMPUTER OPERATOR TECHNOLOGIES	5104									
DATA TYPIST	203.582-022						13			13
KEYPUNCH OPERATOR	203.582-030					1	9		259	269
COMPUTER OPERATOR	213.362-010						8		213	221
COMPUTER EQUIPMENT OPERATOR	213.582-010						1			1
CONTROL CLERK, DATA PROCESSING	221.382-014					1				1
MICROFISCHE DUPLICATOR	976.381-014						2			2
CLUSTER TOTAL		0	123	0	0	2	33	0	472	630

OF8-COMPUTER SCIENCE OCCU.

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
COMPUTER & INFORMATION SCIENCES	0700			36						36
COMPUTER AND INFORMATION SCIENCES, GEN	0701			36						36
INFORMATION SCIENCES AND SYSTEMS	0702									
DATA PROCESSING	0703									
COMPUTER PROGRAMMING	0704									
SYSTEM ANALYSIS	0705									
OTHER COMPUTER & INFO. SCIENCES	0797									
DATA PROCESSING TECHNOLOGIES	5101									
COMPUTER PROGRAMMER TECHNOLOGIES	5103			3						3
SYSTEMS ANALYST, ELECTRONIC DATA PROCE	012.167-066								43	43
PROGRAMER, BUSINESS	020.162-014								26	26
FILM OR TAPE LIBRARIAN	222.367-026						2			2
CLUSTER TOTAL		0	0	75	0	0	2	0	69	146

PS2-FIRE & FIRE SAFETY

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
FIRE CONTROL TECHNOLOGY	5507			4						4
FIRE FIGHTER	373.364-010								52	52
FOREST-FIRE FIGHTER	452.687-014								20	20
CLUSTER TOTAL		0	0	4	0	0	0	0	72	76

PS3-POLICE SCIENCE

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
POLICE, LAW ENFORCEMENT, CORRECTIONS T	5505			11						11
LAWYER AIDE	110.107-010						2			2
MAGISTRATE	111.107-014						1			1
LOBBYIST	165.017-010						1			1
TRUANT OFFICER	168.367-010						3			3
SECURITY OFFICER	189.167-034								74	74
ENFORCEMENT OFFICER TRAINEE	243.362-014						3			3
SECURITY OFFICER	372.263-010						1			1
CORRECTION OFFICER	372.667-018								11	11
GUARD, SECURITY	372.667-034								172	172
SECURITY GUARD	372.667-034						34			34
MERCHANT PATROLLER	372.667-038								100	100
POLICE OFFICER I	375.263-014								121	121
POLICE OFFICER	375.263-014						5			5
RADIO DISPATCHER	379.362-010						24			24
DOG CATCHER	379.673-010						6			6
CLUSTER TOTAL		0	0	11	0	0	80	0	478	569

SK1-ELECTRICAL OCCUPATIONS

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
ELECTRICAL TECHNOLOGY	16.0107		17							17
ELECTROMECHANICAL TECHNOLOGY	16.0109		9							9
IND. ELECTRONICS	17.0108		28							28
TRADE & IND. OCCUPATIONS	17.9900									
TRANSPORTATION & PUBLIC UTILITY	5011			4						4
ELECTRONICS AND MACHINE TECHNOLOGIES	5310			25						25
ELECTROMECHANICAL TECHNOLOGIES	5311									
ELECTICAL ENGINEER	003.061-010									
ELECTRONICS TECHNICIAN	003.161-014									
OFFICE-MACHINE SERVICER	633.281-018								19	19
GAS-APPLIANCE SERVICER	637.261-018								10	10
COIN-MACHINE-SERVICE REPAIRER	639.281-014								10	10
ELECTRIC-MOTOR REPAIRER	721.281-018								10	10
TELEVISION CABLE INSTALLER	821.281-010						1			1
ELECTRICIAN	824.261-010						1		356	357
ELECTRICIAN APPRENTICE	824.261-014						1			1
SUPERVISOR MAJOR APPLIANCE ASS	827.131-014						1			1
ELECTRICAL APPLIANCE SERVICER	827.261-010						2			2
ELECTRICAL REPAIRER	829.281-014								27	27
CLUSTER TOTAL		0	54	29	0	0	6	0	432	521

SK2-ELECTRONIC OCCUPATIONS

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
ELECTRONICS OCCUP.	17.1500	13	4							17
TRADE & IND. OCCUPATIONS	17.9900				76					76
ELECTRONICS AND MACHINE TECHNOLOGIES	5310									
ELECTRONICS TECHNICIAN	003.161-014					1			98	99
CASH REGISTER SERVICER	633.281-010						1			1
OFFICE MACHINE SERVICE APPRENT	633.281-022						1			1
RADIO REPAIRER	720.281-010								16	16
TELEVISION-AND-RADIO REPAIRER	720.281-018								21	21
TELEVISION AND RADIO REPAIRER	720.281-018						4			4
TUBE REBUILDER	725.381-010						1			1
ELECTRONICS ASSEMBLER	726.261-010						1			1
RADIO MECHANIC	823.261-018								11	11
ELECTRONICS MECHANIC	828.281-010								113	113
CLUSTER TOTAL		13	4	0	76	1	8	0	259	361

SK3-AIR CONDITIONING & REFRIG

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
AIR CONDITIONONG	17.0100		19							19
CONSTRUCTION AND BUILDING TECHNOLOGIES	5317			3						3
AIR CONDITIONING MECHANIC	620.281-010						2			2
AIR-CONDITIONING MECHANIC	620.281-010									
ENVIRONMENTAL-CONTROL-SYSTEM INSTALLER	637.261-014								23	23
REFRIGERATION MECHANIC	637.261-026								34	34
REFREGERATION MECHANIC	637.261-026						3			3
AIR-CONDITIONING-UNIT TESTER	827.361-010					1				1
AIR CONDITIONING TESTER	827.361-010						1			1
STATIONARY ENGINEER	950.382-026									
WATER-TREATMENT-PLANT OPERATOR	954.382-014									
CLUSTER TOTAL		0	19	3	0	1	6	0	57	86

SK4-WELDING OCCUPATIONS

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
MACHINE SHOP	17.2302				5					5
WELDING & CUTTING	17.2306	32	89		81					202
WELDING TECHNOLOGIES	5308			8						8
MECHANIC / WELDER	621.261-022						2			2
FARM MACHINE WELDER	625.280-100						1			1
WELDER ARC	810.384-014						1			1
WELDER GAS	811.684-014						1			1
WELDING	812.381-010							65		65
WELDER GENERAL	812.884-014						1			1
BRAZIER PRODUCTION	813.382-010						1			1
THERMAL CUTTER HAND	816.464-010						1			1
WELDER/FITTER	819.361-010						4			4
WELDER APPRENTICE, COMBINATION	819.384-008					1				1
WELDER APPRENTICE	819.384-008						2			2
WELDER, COMBINATION	819.384-010								786	786
WELDER,COMBINATION	819.384-010					2				2
WELDER, COMBINATION	819.384-010							37		37
WELDER COMBINATION	819.384-010						11			11
WELDER, PRODUCTION LINE	819.684-010							9		9
CLUSTER TOTAL		32	89	8	86	3	25	111	786	1140

SK5-CARPENTRY & CONST. TRADE

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
CARPENTRY	17.1001	32	15							47
CONSTRUCTION AND BUILDING TECHNOLOGIES	5317									
LABORER, GENERAL	509.686-010								132	132
LABORER GENERAL PAINT AND VARN	559.685-110						1			1
SPREADING MACHINE OPERATOR GLU	559.685-170						1			1
VENEER GRADER/INSPECTOR	569.587-010						1			1
CABINETMAKER	660.280-010								66	66
CUPBOARD BUILDER	703.684-014						1			1
ENGRAVER APPRENTICE DECORATIVE	704.381-022						1			1
PAINTER, SPRAY I	741.684-026								15	15
FURNITURE ASSEMBLER	763.684-038						1			1
FINISHED STOCK INSPECTOR	763.687-054						1			1
AUTO UPHOLSTERER APPRENTICE	780.381-014						1			1
PAINTER	840.381-010								324	324
PAINTER,CONSTRUCTION	840.381-010							7		7
PAINTER	840.381-010						9			9
TAPER	842.664-010								41	41
CEMENT MASON	844.364-010						1		115	116
MASON,CEMENT APPRENTICE	844.364-014							10		10
PAINTER, TRANSPORTATION EQUIPMENT	845.381-014								16	16
CARPENTER, MAINTENANCE	860.281-010								15	15
CARPENTER MAINTENANCE	860.281-010						1			1
CARPENTER	860.381-022						13			13
CARPENTER	860.381-022					1			1667	1668

SK5-CARPENTRY & CONST. TRADE

DISCIPLINE TITLE	SYST-CDE	PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
		SUPPLY SOURCES								
CARPENTRY	860.381-022							12		12
CARPENTER,APPRENTICE CONSTUCTION	860.381-026							10		10
APPRENTICE CARPENTER	860.381-026						4			4
CARPENTER MOLD	860.381-034						1			1
PAINTER,MAINT.	861.381-010							10		10
BRICKLAYER	861.381-018								66	66
PIPE FITTER	862.381-018								68	68
PLUMBER	862.381-030						1		123	124
PLUMBER APPRENTICE	862.381-034								28	28
LABORER, CONSTRUCTION OR LEAK GANG	862.684-014								10	10
PLUMBER APPRENTICE	862.684-034						3			3
CARPET LAYER	864.381-010								45	45
GLAZIER	865.381-010								21	21
ROOFER	866.381-010								143	143
CONCRETE BUILDING ASSEMBLER	869.664-010						55			55
CONSTRUCTION WORKER I	869.664-014						149		3225	3374
AWNING HANGER HELPER	869.687-010						2			2
CONSTRUCTION WORKER II	869.687-026						37			37
BUILDING MAINTENANCE	899.884-010							5		5
LABORER,GENERAL	909.867-014					1				1
LABORER, SALVAGE	929.687-022								17	17
CLUSTER TOTAL		32	15	0	0	2	284	54	6137	6524

SK6-HEAVY EQUIP. MECH.& OPER.

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
HEAVY EQUIP.(CONSTUCTION)	17.1003		37							37
DIESEL MECHANIC	17.1200		30							30
DIESEL TECHNOLOGIES	5307			18						18
CONSTRUCTION-EQUIPMENT MECHANIC	620.261-022								114	114
CONSTRUCTION EQUIPMENT MECHANI	620.261-022						30			30
DIESEL MECHANIC	620.281-050						2			2
MECHANIC,INDUSTRIAL TRUCK	620.281-050					1				1
HEAVY EQUIPMENT MECHANIC,HELPER	620.664-010							4		4
AIR FRAME POWER PLANT MECHANIC	621.281-014						1			1
APPRENTICE AIR FRAME MECHANIC	621.281-018						1			1
DIESEL MECHANIC	625.281-010						3		342	345
BULLDOZER OPERATOR I	850.683-010								31	31
BACKHOE OPERATOR	850.683-030						2			2
WELL DRILL OPERATOR	859.362-010						3			3
OPERATING ENGINEER	859.683-010								1022	1022
OPERATING ENGINEER CONSTRUCTIO	859.683-010						1			1
HEAVY EQUIPMENT OPERATOR,APPRENTICE	859.683-014							13		13
BRIDGE-OR-GANTRY-CRANE OPERATOR	921.663-010								13	13
CRANE OPERATOR	921.663-010						1			1
LOGGING-TRACTOR OPERATOR	929.683-010								193	193
DERRICK WORKER	930.683-018						1			1
ROTARY-DRILLER HELPER	930.684-026								255	255
CLUSTER TOTAL		0	67	18	0	1	45	17	1970	2118

SK7-AUTO. & ENGINE MECHANICS

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
BODY & FENDER REPAIR	17.0301		35							35
MECHANICS-AUTO	17.0302	10								10
AUTO-MECHANICS	17.0302		78							78
SMALL ENGINE REPAIR	17.3100	7	16							23
AUTOMOTIVE TECHNOLOGIES	5306			24						24
AUTOMIBILE SERVICE MANAGER	185.167-058						1			1
AUTOMOBILE MECHANIC	620.261-010								911	911
AUTO MECHANIC	620.261-010						5			5
AUTOMOBILE MECHANIC, APPRENTICE	620.261-012							5		5
AIR-CONDITIONING MECHANIC	620.281-010								15	15
TRANSMISSION MECHANIC	620.281-062						1			1
TUNE UP MECHANIC	620.281-066						2			2
AUTOMOBILE-MECHANIC HELPER	620.684-014					1				1
AUTO MECHANICS HELPER	620.684-014						22			22
USED CAR RENOVATOR	620.684-034						3			3
MECHANIC / WELDER	621.261-022						2			2
OUTBOARD MOTOR MECHANIC	623.281-042						1			1
FARM EQUIPMENT MECHANIC	624.281-010						1			1
SMALL-ENGINE MECHANIC	625.281-034								61	61
SMALL ENGINE MECHANIC	625.281-034						3			3
PUMP SERVICE MECHANIC	630.684-022						5			5
MAINTENANCE MECHANIC	638.281-014						11			11
MAINTENANCE MECHANIC HELPER	638.684-018						6			6
TESTER MOTORS AND CONTROLS	721.281-030						1			1

SK7-AUTO. & ENGINE MECHANICS

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
TIRE RECAPPER	750.685-014						3			3
AUTOMOBILE-BODY REPAIRER	807.381-010					1			268	269
AUTO BODY REPAIRER	807.381-010						4			4
MUFFLER INSTALLER	807.381-014						2			2
PAINTER HELPER AUTOMOTIVE	845.684-014						1			1
STEAM CLEANING MACHINE OPERATO	891.685-010						2			2
AUTO SERVICE STATION ATTENDANT	915.467-010						2			2
TIRE REPAIRER	915.684-010						2			2
LUBRICATION SERVICER	915.687-018						4			4
CLUSTER TOTAL		17	129	24	0	2	84	5	1255	1516

SK8-MACHINE SHOP

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
MACHINE SHOP	17.2302	1	24							25
BULLET MACHINE CASTING OPERATO	502.382-010						2			2
INSTRUMENT MAKER	600.280-010					1				1
MACHINIST	600.280-022								257	257
NUMERICAL CONTROL MACHINE OPER	609.662-010						1			1
PRESS MACHINE OPERATOR	617.260-010						1			1
MILLWRIGHT	638.281-018						1			1
CLUSTER TOTAL		1	24	0	0	1	5	0	257	288

SK9-METAL WORKING OCCUPATIONS

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
METAL-WORKING OCCUP.	17.2300	38								38
GENERAL LABORER STEEL	509.686-010						14			14
FLOTATION TENDER	511.685-026						1			1
FOUNDRY WORKER, GENERAL	519.687-022								16	16
GLASS FURNACE TENDER	572.667-034						3			3
METAL FABRICATOR	619.360-014						2			2
SALVAGE WORKER	619.387-010						1			1
METAL FABRICATOR HELPER	619.686-022						4			4
SHEET-METAL WORKER	804.281-010								85	85
BOILERMAKER I	805.261-014								79	79
FABRICATOR ASSEMBLER METAL	809.381-010						9			9
CLUSTER TOTAL		38	0	0	0	0	34	0	180	252

SV1-INSTI. & BLDG SERVICE OCCU

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
BUSINESS & COMMERCE TECH	5000									
GROUP HOME AIDE	145.227-010						11			11
GROUP HOME WORKER	195.164-010						16			16
INTAKE/OUTREACH WORKER	195.267-010						5			5
HOUSEWORKER	301.137-010						1			1
HOUSEKEEPING	301.474-010						4			4
HOUSE WORKER, GENERAL	301.474-010								417	417
DOMESTIC SERVICE PERSON	307.208-010						2			2
HOUSEKEEPER	321.137-010						3			3
CLEANER, HOSPITAL	323.687-010								34	34
HOSPITAL CLEANER	323.687-010						2			2
CLEANER, HOUSEKEEPING	323.687-014								1333	1333
MOTEL CLEANER	323.687-014						6			6
HOTEL ATTENDANT	328.281-010						2			2
INSTITUTION GUIDE	353.367-014						1			1
PORTERS/CLEANERS JANITORIAL SU	381.137-010						5			5
CLEANER, COMMERCIAL OR INSTITUTIONAL	381.687-014					1				1
COMMERCIAL CLEANER	381.687-014						12			12
CLEANER, INDUSTRIAL	381.687-018					1				1
LAB EQUIPMENT CLEANER	381.687-022						2			2
JANITOR	382.664-010					1			1589	1590
JANITOR MAINTENANCE WORKER	382.664-010						308			308
SEXTON	389.667-010						6			6
MAINTENANCE REPAIRER, FACTORY OR MILL	899.281-014								15	15

SV1-INSTI. & BLDG SERVICE OCCU

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
MAINTENANCE REPAIR FACTORY	899.281-014						2			2
MAINTENANCE REPAIRER, BUILDING	899.381-010							6	330	336
MAINTENANCE REPAIRER BUILDING	899.381-010						78			78
MAINTENANCE REPAIRER AND HELPE	899.684-022						15			15
CLEANER II	919.687-014								55	55
CLUSTER TOTAL		0	0	0	0	3	481	6	3773	4263

SV2-VEHICLE OPERATORS

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
TRADE & IND. OCCUP.,OTHER	17.9900	38	9							47
OUTREACH WORKER	205.367-046						2			2
DRIVER, SALES ROUTE	292.353-010								160	160
DELIVERY DRIVER	292.353-010						3			3
MERCHANDISE DELIVERER	299.477-010						1			1
TRACTOR TRAILER TRUCK DRIVER	904.383-010						1			1
TRACTOR-TRAILER-TRUCK DRIVER	904.383-010								678	678
TRUCK DRIVER, HEAVY	905.663-014								1475	1475
TRUCK DRIVER HEAVY	905.663-014						6			6
VAN DRIVER	905.663-018						1			1
TRUCK DRIVER HELPER	905.687-010						2			2
TRUCK DRIVER, LIGHT	906.683-022								657	657
TRUCK DRIVER LIGHT	906.683-022						2			2
TRUCK DRIVER SUPERVISOR	909.137-010						1			1
GARBAGE COLLECTION SUPERVISOR	909.137-014						3			3
BRAKE COUPLER ,RAILROADS	910.367-010						1			1
TRACK REPAIRER , RAILROADS	910.682-010						1			1
BUS DRIVER	913.463-010						11		234	245
TAXI DRIVER	913.463-018						3		26	29
PARKING-LOT ATTENDANT	915.473-010								15	15
CLEANER TRANSPORTATION VEHICLE	919.687-014						1			1
CLUSTER TOTAL		38	9	0	0	0	39	0	3245	3331

SV3-BARBERING

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
BARBERING	17.2601				49					49
BARBER	330.371-010						2		29	31
CLUSTER TOTAL		0	0	0	49	0	2	0	29	80

SV4-COSMETOLOGY

DISCIPLINE TITLE	SYST-CDE	PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
		|----------SUPPLY SOURCES----------|							
COSMETOLOGY	17.2602				260					260
COSMETOLOGIST	332.271-010					3	2		126	131
CLUSTER TOTAL		0	0	0	260	3	2	0	126	391

SV5-CHILD CARE SERVICES

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
COMP. CONSUMER & HOME. ED.	09.0101	1356								1356
CARE & GUIDANCE OF CHILDREN	09.0201	88								88
HOME ECONOMICS TECH.	5405									
EDUCATION TECHNOLOGIES	5503			2						2
FACULTY MEMBER, COLLEGE OR UNIVERSITY	090.227-010									
TEACHER, SECONDARY SCHOOL	091.227-010									
TEACHER,SECONDARY SCHOOL	091.227-010					2				2
TEACHER, ELEMENTARY SCHOOL	092.227-010									
TEACHER,ELEMENTARY SCHOOL	092.227-010					2				2
TEACHER,DEAF	094.224-010									
INSTRUCTOR,PHYSICAL EDUCATION	099.224-010					1				1
TEACHER AIDE	099.327-010					1				1
DIRECTOR EDUCATION	129.107-022						1			1
ELEMENTARY TEACHER	160.162-010						1			1
SOCIAL WORKER	195.107-010						4			4
CASEWORKER, FAMILY	195.107-018						2			2
SOCIAL WORKER, DELINQUENCY PREVENTION	195.107-026					1				1
HUMAN SERVICES WORKER	195.107-026						1			1
SOCIAL WORKER, SCHOOL	195.107-038									
SOCIAL WORKER	195.107-108						2			2
COMMUNITY SERVICE WORKER	195.167-010						10			10
SOCIAL WORKER	195.267-014						1			1
YOUTH CASE WORKER	195.367-010						11			11
CLASSROOM AIDE	249.267-074						1			1

SV5-CHILD CARE SERVICES

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
TEACHER AIDE II	249.367-074								254	254
TEACHER AIDE	249.367-074									
CHILD CARE ATTENDANT	255.674-010						1			1
CHILD MONITOR/INFANT GUARD	301.677-010						6			6
DAY WORKER	301.687-014						4			4
ATTENDANT, CHILDREN'S INSTITUTION	359.677-010								59	59
NURSERY SCHOOL ATTENDANT	359.677-018								98	98
CHILD-DAY CARE	359.677-018						72			72
CAMP COUNSELOR RECREATION AIDE	359.677-026						13			13
CLUSTER TOTAL		1444	0	2	0	7	130	0	411	1994

SV6-FOOD PROD., MGMT., & SERV.

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
FOOD MANAGEMENT	09.0203	62	22							84
OTHER, (HERO) MULTI. OCCUP.	09.0299	37								37
FOOD & NUTRITION	1306									
BUSINESS & COMMERCE TECH.	5000									
FOOD SERVICES TECHNOLOGIES	5404									
FAST FOOD MANAGER	185.137-010						1			1
MANAGER, FOOD SERVICE	187.167-106								200	200
FOOD SERVICE MANAGER	187.167-106						1			1
SALES REPRESENTATIVE FOOD	260.357-014						2			2
FOOD SALESPERSON	290.477-014						3			3
LUNCH ROOM ATTENDANT	311.477-014						4			4
COUNTER ATTENDANT, LUNCHROOM OR COFFEE	311.477-014								2707	2707
WAITRESS	311.477-018						2			2
WAITRESS	311.477-026						3			3
WAITRESS	311.477-030						2			2
COUNTERPERSON	311.477-038						1			1
CANTEEN WORKERS	311.674-010						9			9
WAITRESS	311.674-018						1			1
CAFETERIA ATTENDANT	311.677-010								44	44
DINING ROOM ATTENDANTS	311.677-018						1			1
BARTENDER	312.474-010								1264	1264
BARTENDERS	312.474-010						3			3
CHEF	313.131-014								47	47
SHIFT SUPERVISOR	313.131-026						1			1

SV6-FOOD PROD., MGMT., & SERV.

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
BAKER	313.361-010						2			2
COOK	313.361-014					1	14		1653	1668
CHEF	313.361-017						1			1
COOK, APPRENTICE	313.361-018							11		11
COOK, SHORT ORDER I	313.361-022								444	444
SHORT ORDER COOK	313.361-022						6			6
COOK, SPECIALTY	313.361-026								17	17
SPECIALTY COOK	313.361-026						1			1
COOK, SPECIALTY, FOREIGN FOOD	313.361-030								12	12
BAKER	313.381-010								12	12
SHORT ORDER COOK II	313.671-010						1			1
BAKERS HELPER	313.684-010							2		2
COOK HELPER, PASTRY	313.687-010					1				1
PASTRY COOK HELPER	313.687-010						2			2
COOK	315.361-010								324	324
COOKING	315.361-010							22		22
COOK'S HELPER DIETICIAN AIDE	315.361-010						29			29
PASTRY COOK HOSPITAL	315.361-014						2			2
MEAT CUTTER	316.684-018						2		190	192
PANTRY GOODS MAKER	317.684-014								24	24
COFFEE MAKER	317.684-018						1			1
COOK HELPER	317.687-010								58	58
COOK, HELPER	317.687-010							9		9
FOOD SEVICE AIDE	317.687-010						2			2

SV6-FOOD PROD., MGMT., & SERV.

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
KITCHEN HELPER	318.687-010								2123	2123
KITCHEN, HELPER	318.687-010							2		2
DISHWASHER	318.687-010						23			23
FOOD-SERVICE SUPERVISOR	319.137-010								14	14
CATERER HELPER	319.677-010					1				1
CARD DEALER	343.467-018						1			1
FOOD-SERVICE WORKER, HOSPITAL	355.677-010								42	42
SMOKED MEAT PREPARER	525.587-014						7			7
BAKER	526.381-010								80	80
BAKER APPRENTICE	526.381-014						1			1
BAKER HELPER	526.686-010								19	19
BOTTLED BEVERAGE INSPECTOR	529.685-026						1			1
PACKAGER, HAND	920.587-018								110	110
BAGGER	920.687-014									
BAKERY WORKER	929.686-010						5		16	21
CLUSTER TOTAL		99	22	0	0	3	135	46	9400	9705

TC1-POWER STATION OPERATORS

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL.	SUPPLY TOTALS
TRANSPORTATION & PUBLIC UTILITY	5011			4						4
PATCHER COKE OVENS	861.664-014						1			1
STATIONARY ENGINEER	950.382-026								65	65
STATIONARY ENGINEER APPRENTICE	950.382-030						1			1
FIRER, FURNACE	951.670-010						2			2
SWITCHBOARD OPERATOR	952.362-038								28	28
CLUSTER TOTAL		0	0	4	0	0	4	0	93	101

TC2-CIVIL TECHNOLOGY OCCU.

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
CIVIL TECHNOLOGY	16.0106		17							17
CIVIL TECHNOLOGIES	5309			19						19
LAND SURVEYING	5399									
CIVIL ENGINEER	005.061-014									
CHIEF OF PARTY (SURVEYER ASSISTANT)	018.167-010								20	20
SURVEYOR ASSISTANT, INSTRUMENTS	018.167-034					1				1
RADIOGRAPHER	199.361-010									
SURVEY WORKER	205.367-054						9			9
SURVEYOR AIDE	869.567-010						1			1
CLUSTER TOTAL		0	17	19	0	1	10	0	20	67

TC3-CHEMICAL TECHNOLOGY OCCU.

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
CHEMICAL TECHNOLOGIES	5305									
CHEMIST	022.061-010								50	50
LABORATORY TESTER	029.261-010								35	35
CHEMICAL MIXING SUPERVISOR	550.132-010						2			2
FIBERGLASS LAMINATOR	806.684-054						2			2
CLUSTER TOTAL		0	0	0	0	0	4	0	85	89

TC4-INVIRONMENTAL CONTRL TECHN

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
TRANSPORTATION & PUBLIC UTILITY	5011									
SANITATION AND PUBLIC HEALTH INSPECTIO	5408			5						5
CIVIL ENGINEER	005.061-014								58	58
CONSTRUCTION INSPECTOR	182.267-010								15	15
PUBLIC WORKS COMMISSIONER	188.117-030						1			1
INFORMATION ATTENDANT	188.117-106						1			1
RADIOGRAPHER	199.361-010								21	21
CITY PLANNING AIDE	199.364-010						2			2
PLANNING AND RESEARCH AIDE	199.364-014						13			13
STATIONARY ENGINEER	950.382-026									
WATER-TREATMENT-PLANT OPERATOR	954.382-014								11	11
SANITARY LANDFILL OPERATOR	955.463-010						1			1
CLUSTER TOTAL		0	0	5	0	0	18	0	105	128

TC5-MECHANICAL TECHNOLOGY OCCU

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
MECHANICAL TECHNOLOGIES	5315			6						6
MECHANICAL ENGINEER	007.061-014								20	20
ENGINEERING ASSISTANT,MECHANICAL EQUIP	007.161-018					1				1
MECHANICAL-ENGINEERING TECHNICIAN	007.161-026								25	25
MAINTENANCE MECHANIC	638.281-014								167	167
MILLWRIGHT	638.281-018								91	91
CLUSTER TOTAL		0	0	6	0	1	0	0	303	310

TC6-INSTRUMENT TECHNOLOGY OCCU

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
INSTRU MAINT. & WATCH MAKING	17.2100		7							7
ELECTROMECHANICAL TECHNOLOGIES	5311									
AGRICULTURAL ENGINEERING TECHNOLOGIES	5399									
OTHER, MECHANICAL & ENGINEER	5399									
ELECTICAL ENGINEER	003.061-010					1				1
ELECTRICAL ENGINEER	003.061-010								18	18
WAX MOULDER JEWELRY	549.685-038						1			1
INSTRUMENT MAKER	600.280-010									
ASSEMBLER SMALL PARTS	706.684-022						1			1
PIANO TUNER	730.361-010					1				1
ASSEMBLER CAMPER	806.684-018						2			2
AUTO ACCESSORIES INSTALLER	806.684-038						2			2
ASSEMBLER UNIT ORNAMENTAL MET	809.681-010						1			1
CLUSTER TOTAL		0	7	0	0	2	7	0	18	34

TC7-TEXTILE TECHNOLOGY OCCU

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES								
		PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
CLOTHING MANAGEMENT PROD.	09.0202	5								5
SHOE REPAIR	17.3402				10					10
HOME ECONOMICS TECH.	5405									
LAUNDRY WORKER	302.685-010						1			1
LAUNDERER HAND	361.684-014						2			2
LAUNDRY WORKER II	361.685-018								17	17
LAUNDRY LABORER	361.687-018								99	99
LAUNDRY WORKER	361.687-018						2			2
DRY CLEANER	362.382-014						2			2
HAND DRY CLEANER	362.664-010						1			1
SHOE REPAIRER	365.361-014					1				1
SHOE REPAIR PERSON	365.361-014						2			2
LAUNDROMAT MANAGER	369.167-010						1			1
LAUNDRY WORKER	369.684-014						1			1
FURNITURE UPHOLSTERER	780.381-018						1		14	15
FURNITURE UPHOLSTERER APPRENTI	780.381-022						2			2
AUTO SEAT COVER AND CONV.TOP I	780.384-010						1			1
FABRICATOR FOAM RUBBER	780.684-062						1			1
SEWER, HAND	782.684-058								16	16
FUR CUTTER	783.381-010						1			1
ALTERATION TAILOR	785.261-010								37	37
BINDER TEXTILE	787.682-010						2			2
SEWING-MACHINE OPERATOR	787.682-046								65	65
COBBLER	788.381-010						2			2

TC7-TEXTILE TECHNOLOGY OCCU

DISCIPLINE TITLE	SYST-CDE	PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
		SUPPLY SOURCES								
NET MAKER	789.684-030						2			2
DRAPERY HANGER	869.484-014						1			1
CLUSTER TOTAL		5	0	0	10	1	25	0	248	289

|----------SUPPLY SOURCES----------|

TC8-COMMERCIAL AVIATION OCCU

DISCIPLINE TITLE	SYST-CDE	PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
COMMERCIAL PILOT TRAINING	16.0601				48					48
AVIATION OCCUPATIONS	17.0400		30							30
AERONAUTICAL AND AVIATION TECHNOLOGIES	5302								26	26
AIR-TRAFFIC-CONTROL SPECIALIST, TOWER	193.162-018								71	71
AIRFRAME-AND-POWER-PLANT MECHANIC	621.281-014								56	56
AIRCRAFT MECHANIC, PLUMBING AND HYDRAU	862.381-010									
CLUSTER TOTAL		0	30	0	48	0	0	0	153	231

TC9-INDUSTRIAL ENGINEERING OCCU

DISCIPLINE TITLE	SYST-CDE	SUPPLY SOURCES: PUBLIC SEC	VO-ED VO-TECH	HIGHER ED.	PROP. SCHOOLS	VOC REHAB	CETA	JOB CORPS	ES JOB APPL	SUPPLY TOTALS
INDUSTRIAL TECHNOLOGIES	5312									
ASSEMBLER SMALL PARTS	706.684-022						1			1
SPRING ASSEMBLER	706.684-090						1			1
ASSEMBLER PRODUCTION	706.687-010						1			1
CLUSTER TOTAL		0	0	0	0	0	3	0	0	3
GRAND CUM.		2026	1278	1379	1286	70	3027	260	64041	73367

Private School Listing

Name	CIP	Program/ Title	Estimated Annual Completors
Big Sky Barber	12.0402	Barber styling	72
Montana Barber College	12.0402	Barbering	14
Central Montana Barber School	12.0402	Barbering	8
Subtotal	12.0402		94
Acme Beauty College	12.0403	Cosmetology	16
Butte Academy of Beauty/Culture	12.0403	Cosmetology	N/A
College of Coiffure Art	12.0403	Cosmetology	52
C & C Beauty College	12.0403	Cosmetology	20
Dahl's College of Beauty	12.0403	Cosmetology	33
Holiday College of Beauty	12.0403	Cosmetology	7
Institute of Cosmetology	12.0403	Cosmetology	N/A
LaNae's College of Beauty	12.0403	Cosmetology	N/A
Maddio's Beauty College	12.0403	Cosmetology	13
Miles Beauty College	12.0403	Cosmetology	N/A
Modern Beauty School	12.0403	Cosmetology	24
Mr. Mack's Beauty College	12.0403	Cosmetology	49
Mr. Rich's Beauty College	12.0403	Cosmetology	37
Subtotal	12.0403		251
Big Sky Welding	48.0508	Welding	81
and Machine School	48.0503	Machine tool	5
Dillon Flying Service	49.0102	Pilot training	4
Executive Aviation	49.0102	Pilot training	2
Gillis Aviation	49.0102	Pilot training	13
Miles City Aero	49.0102	Pilot training	2
Standard Aviation	49.0102	Pilot training	25
Subtotal	49.0102		46
Rush's	03.9999	Outfitter & Guide School	5
Alamon Training Center	46.0303	Telephone Inst & Repair	76
Columbus Hospital	17.0209	Radiology Tech	4
Deaconess Hospital	17.0209	Radiology Tech	5
St. Patrick's Hospital	17.0209	Radiology Tech	9
St. Vincent's Hospital	17.0209	Radiology	N/A
Subtotal	17.0209		18
Distinctive Floral	01.0603	Floristry	19
Helena Industries	47.0406	Shoe Repair	10
Montana Real Estate	06.1701	Real Estate-Pre-Licensing	486
Montana Real Estate	06.1701	Real Estate-Prep. Course	165
Dan McClog Real Estate	06.1701		23
Subtotal	06.1701		674
Yellowstone Broadcasting	09.0601	Broadcasting	64
Western College of Auctioneering	06.1802	Auctioneering	40
Total Private School Estimated Completions			1,297

POSTSECONDARY VOCATIONAL TECHNICAL CENTERS
AS AMENDED BY SENATE FINANCE & CLAIMS - 1985 BIENNIUM

	Billings	Butte	Gt. Falls	Helena	Missoula	System
Fiscal 1984						
Student FTE	506	361	487	694	600	2648
Personal Services	$1,193,648	$1,011,689	$1,118,892	$1,569,220	$1,612,822	$6,506,271
Operating Expenses	312,836	204,333	265,785	441,181	458,966	1,683,101
Equipment	28,348	12,124	46,867	70,480	57,828	215,647
Audit	17,500	17,500	17,500	17,500	17,500	87,500
Total Expenditures	$1,552,332	$1,245,646	$1,449,044	$2,098,381	$2,147,116	$8,492,519
Tuition	$ 250,470	$ 178,695	$ 241,065	$ 343,530	$ 297,000	$1,310,760
Millage	302,993	77,283	143,931	87,682	211,862	823,751
Federal Fund	163,000	263,075	236,910	273,672	242,000	1,178,657
Coal Tax	117,930	79,736	182,652	117,931	117,931	616,180
General Fund	717,939	646,857	644,486	1,275,566	1,278,323	4,563,171
Total Funding	$1,552,332	$1,245,646	$1,449,044	$2,098,381	$2,147,116	$8,492,519
Fiscal 1985						
Student FTE	521	428	502	716	618	2785
Personal Services	$1,255,000	$1,050,653	$1,195,141	$1,601,011	$1,627,809	$6,729,614
Operating Expenses	348,610	245,716	299,442	476,560	493,896	1,864,215
Equipment	42,670	11,319	42,769	58,628	56,986	212,372
Total Expenditures	$1,646,271	$1,307,688	$1,537,352	$2,136,199	$2,178,691	$8,806,201
Tuition	$ 281,340	$ 231,120	$ 271,080	$ 386,640	$ 333,720	$1,503,900
Millage	309,765	75,309	147,283	87,264	222,599	842,220
Federal Fund	163,000	263,075	236,910	273,672	242,000	1,178,657
Coal Tax	125,935	76,946	147,630	197,285	176,934	724,730
General Fund	766,231	661,238	734,449	1,191,338	1,203,438	4,556,694
Total Funding	$1,646,271	$1,307,688	$1,537,352	$2,136,199	$2,178,691	$8,806,201
1985 Biennium	$3,198,603	$2,553,334	$2,986,396	$4,234,580	$4,325,807	$17,298,720
1983 Biennium	$2,694,260	$2,227,527	$2,476,355	$3,784,310	$3,964,457	$15,146,989
Percent Change	18.7	14.6	20.6	11.9	9.1	14.2

PJ:1:cmk

Source: Legislative Fiscal Analyst Office

State of Montana
Office of Public Instruction
Ed Argenbright, Superintendent
Helena, MT 59620

SUMMARY OF PROCEDURES AND FORMS FOR SECONDARY VOCATIONAL EDUCATION PROGRAMS

To be eligible for vocational education funds, each local educational agency must prepare and present to the Superintendent of Public Instruction a plan for vocational education programs. Please utilize the following forms and guidelines in preparing your applications.

Form No.	Title	Directions
VZ11383	Secondary Vocational Education Forms and Fund Allocation Procedures	A description of the policies and procedures promulgated for HB 618 for secondary vocational education and industrial arts programs and the formula for the allocation of state funds to local education agencies.
VZ10583	U.S. Office of Education Occupational Codes & Titles	A listing of the six-digit Office of Education Codes to be used for approved vocational programs in Montana.
VZ10283	Accounting Codes for Secondary Vocational Education Program	Explanations of budgeting and accounting codes to be used when submitting budgets and expenditure reports in secondary vocational education programs.
VZ0383	Local Plan for Vocational Education	Submit for participation in funded vocational education programs. The local plan narrative should include all vocational education programs planned for the five-year planning period. Do not write separate narratives for each program area.
VZ0283	Proposal for a New Secondary Vocational Education Program	Submit for each new secondary vocational education program. (Agriculture, Distributive, Health Occupations, Consumer Homemaking, Home Economics Wage Earning, Business and Office, Technical, Trade and Industrial, and Industrial Arts.)
VZ1083	Proposal for Renewal of a Secondary Vocational Education Program	Submit for each ongoing (previously approved) secondary vocational education program. (Agriculture, Distributive, Health Occupations, Consumer Homemaking, Home Economics Wage Earning, Business and Office, Technical, Trade and Industrial, and Industrial Arts.)
VM0383	Secondary Vocational Education Student Enrollment Report	Submit for each approved vocational education class. Report each class on a separate form. The information from this form will be used in the formula to allocate state vocational monies to the local education agencies and to provide actual student count by grade level and sex.
VZ0583	Certified Expenditure Report for a Vocational Education Project	Report the actual expenditures for the fiscal year for each of the approved vocational education programs. With the completion of this report a district will have certified that all expenditures listed for the program for each fiscal year are accurate and that there are adequate records in the district office for audit purposes.
VZ1183	Authorization of Vocational Education Personnel	Submit for vocational education personnel not previously approved. May be submitted with proposals or two weeks prior to the beginning of the program.
VZ1283	Addendum for Cooperative Vocational Education Program	Submit for each cooperative program.
VZ0483	Program Appraisal for Secondary Vocational Education Programs	The self-evaluation form is to be completed by designated personnel (i.e., administrators, instructors, advisory committee members and students) and be inclusive of all approved vocational education and industrial arts programs. This assures the department that local program evaluation takes place on an annual basis in accordance with approved program standards.

State of Montana
Office of Public Instruction
Ed Argenbright, Superintendent
Helena, MT 59620

Secondary Vocational Education Forms and Fund Allocation Procedures

The following policies and procedures have been promulgated by the Superintendent of Public Instruction:

I. **Policy Statement Concerning Rules for HB618.** The purpose of these rules is to implement HB618, 47th Montana Legislature. In order to fulfill the intent of that act, the Superintendent of Public Instruction and eligible high school districts shall conform to the following rules for allocating, expending and accounting for the monies provided by the legislative appropriation.

II. **Definition of Terms.**

1. "Additional or excess cost items" are as follows:
   a. vocational teacher salaries for extended term contracts in vocational-related activities such as supervision of students in vocational-related activities, cooperative training programs, curriculum or program development and programs that extend beyond the school year;
   b. stipends to vocational teachers for supervision of vocational student groups (DECA, FHA/HERO, FFA, OEA and VICA);
   c. instructional supplies used in an approved program;
   d. instructional equipment used in an approved program;
   e. instructional-related travel expense for an approved program; and
   f. repair, maintenance and leasing of instructional equipment for an approved program.

2. "Approved secondary vocational programs": a sequence of vocational education courses for persons in high schools (grades 9-12) which have been designated as meeting vocational standards and are programs approved by the Superintendent.

3. "Secondary vocational education": high school programs which are directly related to the preparation of individuals for paid or unpaid employment.

4. "School district": a district organized for the purpose of providing educational services for grades 9 through 12, as defined in 20-6-101, MCA; the term does not include postsecondary vocational education centers.

5. "Superintendent of Public Instruction": this term includes both the Superintendent of Public Instruction and the Assistant Superintendent of Vocational Education Services in the Office of Public Instruction.

6. "Secondary vocational program": vocational education for persons in high school (span of grades usually beginning with grade 9 and ending with grade 12).

7. "Industrial arts program": those education programs which:
   a. pertain to the body of related subject matter, or related courses, organized for the development of understanding about all aspects of industry and technology, such as experimenting, designing, constructing, evaluating and using tools, machines, materials and processes; and
   b. assist individuals in making informed and meaningful occupational choices or which prepare them for entry into advanced trade and industrial or technical education programs.

8. "Cooperative vocational education programs": a program of vocational education for persons who, through written cooperative arrangements between the school, trainee, and employer, receive instruction, including required academic courses and related vocational instruction by alternation of study in school with a job in any occupational field. These two experiences must be planned and supervised by the school and employer so that each contributes to the student's education and to his or her employability. Training periods and school attendance may be on alternate half days, full days, weeks, or other periods of time in fulfilling the cooperative program.

III. **Eligibility Requirements for School Districts.** A school district must have operated a secondary vocational education or industrial arts program on an approved basis for one year to be eligible. Each approved program must meet the standards for an approved secondary vocational and industrial arts program.

IV. **Procedures for Applying.** To apply, school districts must submit to the Superintendent of Public Instruction:

1. *A Local Plan for Vocational Education* (Form VZ0383). This is a summary of all vocational programs for five fiscal years. (School districts which have submitted a five-year plan for 1983-87 need not resubmit.)

2. *A Proposal for a Secondary Vocational Education Program* (Form VZ0283). For each vocational program categorized by a six-digit Office of Education Code (O.E. Code) for which the school district is requesting funding, a separate proposal must be submitted.

3. *Authorization of Vocational Education Personnel* (Form VZ1183). Submit for vocational education personnel not previously approved. May be submitted with proposal or two weeks prior to beginning the program.

4. *An Addendum for Each Cooperative Vocational Education Program* (Form VZ1283). For each program utilizing the cooperative method of instruction, a separate addendum must be attached to the proposal for Vocational Education Program (Form VZ0283).

5. *A Certified Expenditure Report* (Form VZ0582). All school districts receiving funds for secondary vocational and industrial arts programs must certify the expenditures made by the district for each secondary vocational and industrial arts program.

6. *Program Appraisal for Vocational Education Programs* (Form VZ0483). The self-evaluation form is to be completed by designated personnel for each approved vocational education/industrial arts program, to assure local program evaluation takes place on an annual basis.

V. **Funding Formula.** The following procedure shall govern the allocation and distribution of vocational education funds:

1. Only programs meeting the eligibility requirements of III above and approved by the Superintendent of Public Instruction shall receive a supplemental vocational education allocation.

2. All approved programs shall be placed into one of five categories according to the cost of the program. The assignment of programs to categories is subject to annual review and adjustment. A list of programs and the assigned categories will be distributed annually to school districts along with program applications (attached). Each category will carry the following weight factor:

Category	Weight
I	.41
II	.28
III	.18
IV	.10
V	.03

3. Industrial Arts programs shall be funded at 50 percent of the assigned category.

4. Funding shall be based upon the average number belonging (ANB) to secondary vocational and industrial arts programs in the year immediately preceding the year for which funding is requested. The ANB shall be computed for each separate secondary vocational and industrial arts program. The following formula shall be used to compute the funding for each program:

$$\text{Program Enrollment} \times \frac{\text{No. Vo-Ed Periods}}{\text{No. Periods in School Day}} \times \text{Vo-Ed Weight Factor} \times \text{Local ANB Value} = \text{State Vo-Ed Funds}$$

The figures derived from this formula will be adjusted to reflect the legislative appropriation.

5. *An Annual Secondary Vocational Education Enrollment Report* (VM0383) shall be submitted for each approved vocational education class to be used in the formula.

VI. **Accounting.** A school district receiving funds from the appropriation shall account for such funds in a subfund of the miscellaneous program fund established by 20-9-507, MCA. These funds shall be expended within the biennium. Funds received for a program must be expended in that program.

VII. **Reporting.** School districts participating in this program shall annually report expenditures for each approved and funded program in the format and time specified by the Superintendent of Public Instruction. Funds must be expended only in the "additional or excess cost items" that are identified in II above.

STATE OF MONTANA
Office of Public Instruction
Ed Argenbright, Superintendent
Helena, MT 59620

U.S. OFFICE OF EDUCATION

OCCUPATIONAL CODES AND TITLES

AGRICULTURE—01.

01.0100	Agricultural Production
01.0200	Agricultural Supplies & Services
01.0300	Agricultural Mechanics
01.0500	Ornamental Horticulture
01.0700	Forestry
01.9900	Other Agriculture

DISTRIBUTION—04.

04.0100	Advertising Services
04.0800	General Merchandising
04.9900	Other Distributive Education

HEALTH—07.

07.0303	Nursing Assistant (Aide)
07.0399	Other Nursing
07.9900	Other Health

CONSUMER & HOMEMAKING—09.01

09.0101	Comprehensive Homemaking
09.0102	Child Development
09.0103	Clothing and Textiles
09.0104	Consumer Education
09.0106	Family Relations
09.0107	Food and Nutrition
09.0108	Home Management
09.0109	Housing and Home Furnishings
09.0199	Other Consumer and Homemaking

HOME ECONOMICS OCCUPATIONAL PREPARATION—09.02

09.0201	Care & Guidance of Children
09.0202	Clothing Management, Production & Service
09.0203	Food Management, Production & Service
09.0204	Home Furnishings, Equipment & Service
09.0205	Institution & Home Management & Service
09.0299	Other Home Economics Occupational Preparation (HERO)

OFFICE—14.

14.0303	Clerical Office Practice
14.0702	Secretarial Office Practice
14.0704	Simulated/Model Office

TRADES AND INDUSTRY—17.

17.0200	Appliance Repair
17.0301	Body and Fender Repair
17.0302	Auto Mechanics
17.1001	Carpentry
17.1300	Drafting
17.1500	Electronics
17.1900	Graphic Arts Occupations
17.2300	Metalworking (General)
17.2302	Machine Shop
17.2306	Welding
17.3100	Small Engine Repair
17.9900	Other Trades and Industry
17.9901	Industrial Cooperative Training
17.9902	Broadcasting
17.9903	Related Instruction

INDUSTRIAL ARTS—99.

99.0401	Occupationally Oriented Industrial Arts
99.0402	Carpentry/Construction
99.0403	Drafting
99.0404	Electricity/Electronics
99.0405	Graphic Communications
99.0406	Metalwork (includes welding)
99.0407	Plastics
99.0408	Power Mechanics
99.0409	Woodworking (includes cabinetmaking)
99.0410	Other, including combined program

State of Montana
Office of Public Instruction
Ed Argenbright, Superintendent
Helena, MT 59620

ACCOUNTING CODES FOR SECONDARY VOCATIONAL EDUCATION PROGRAMS

This accounting code should be used for secondary vocational education programs in preparation of the estimated budget for vocational education projects and when preparing your Certified Expenditure Report. *Federal Monies*—Miscellaneous Fund 08, Subfund 02. *State Monies*—Miscellaneous Fund 08, Subfund 01.

Vocational education funds may only be used for expenditures made in connection with an approved project for which the funds were authorized. In no case should an expenditure or commitment to purchase be made prior to project approval.

Instruction: Activities dealing directly with supervision of vocational instructional personnel, such as principals and local coordinators of vocational education programs, and with the teaching of students under the definition of the vocational education program.

-0211 *Principal/Coordinator salaries.* Report applicable portion of the gross salaries of professional vocational supervisory personnel. Principal: prorate using the ratio of instructors to the one administrator responsible for vocational education. Example: 23 instructors in school, 1 full-time ag instructor. Therefore, 1/23 of the administrator's salary is applicable to the vocational agriculture program. Vo-Ed Coordinator: Use ratio of Vo-Ed personnel to the full-time or part-time coordinator.

-0212 *Instructors' salaries.* Gross salaries of vocational instructional personnel.

a. 9-month salary—Report only the percent of the instructor's salary applicable to the vocational approved portion of the instructor's responsibility.
b. *Extended contract salary—Report any salary paid for vocational responsibilities in addition to the 9-month contract.
c. *Vocational student organization advisory stipend—Report any stipend paid to the vocational instructor for advising a vocational student organization.

-0213 *Clerical salaries.* Gross salaries of secretarial and clerical personnel for vocational instructional staff (percent applicable).

-0232 **Instructional supplies.* Expenditures for all supplies constructively consumed in the teaching-learning process.

-0233 **Instructional minor equipment.* Expenses for the purchase of instructional equipment having a unit cost of less than $300.

-0252 *Inservice training expenses.* Expenses related to inservice training, such as substitutes for vocational instructors who are away on related inservice training.

-0258 **Instructional travel expenses.* Expenses for approved instructional travel.

-0285 *Consultant's fees.* Expenses for approved consultant's fees.

-0288 *Consultant's travel.* Expenses for approved consultant's travel.

-0734 **Repair, maintenance and leasing.* Repair, maintenance and leasing expenses of instructional equipment.

-1164 **Instructional major equipment.* Expenses for initial or additional items of equipment having a unit cost of $300 or more.

-1059 Miscellaneous and other current expenses. All other miscellaneous expenses applicable to vocational education, such as: SS, TR, PERS, etc.

*Excess cost items

VZ10283

NOTE: The assignment of programs to categories is subject to annual review and adjustment. The assignments are made based upon a per student cost (dividing total enrollment into total excess costs for each O.E. code) as reported by the local districts for the previous year. A listing of programs and the assigned categories will be distributed annually to schools along with program applications.

Category I Programs
1. Ag Production
2. Welding
3. Carpentry/Building Construction

Category II Programs
1. Graphics
2. Auto Mechanics
3. Metal Working

Category III Programs
1. Clerical Office Practice
2. Secretarial Office Practice/Cooperative Training
3. Simulated/Model Office
4. Distributive Education/Cooperative Education
5. Industrial Cooperative Training
6. Auto Body
7. Broadcasting
8. Electronics
9. Consumer Home Economics

Category IV Programs
1. Drafting
2. Food Management/Service HEWE
3. Forestry
4. Clothing Management HEWE

Category V Programs
1. Small Engine Repair
2. Health Occupations
3. Ag Mechanics
4. Home Economics Related Occupations (HERO)
5. Child Care HEWE

Approved industrial arts programs will be funded at a level equal to 50 percent of their trades and industries counterpart. If a counterpart is not identified, all other industrial arts programs will be placed in Category V and funded at 50 percent of that weighted factor.

All approved cooperative training programs will be placed in Category III.

A program will not be assigned a category until excess cost information and enrollment information are known (per student cost can be identified on a statewide average).

State of Montana Office of Public Instruction Ed Argenbright, Superintendent Helena, MT 59620	PROPOSAL FOR A SECONDARY VOCATIONAL EDUCATION PROGRAM AND APPLICATION FOR FUNDS UNDER PUBLIC LAW 94-482 and H.B. 618 **DUE: April 27**	OPI Approval Yes ☐ Date No ☐ _____

This proposal is necessary to receive federal and state funding assistance through Montana's approved plans as required by Public Law 94-482 and the state laws of Montana. This proposal is a planning instrument for determining student and employment needs, funding, location of new programs and is the basis for required program evaluation and supervision.

High School District	County	City	Zip	School Name

DIRECTIONS:

This proposal should be prepared by the administrative and instructional staff with advice from the local advisory committee and be consistent with your Local Five-Year Plan for Vocational Education. Submit a separate proposal for each occupational title, or related group of titles for each instructional level. *Submit one copy* to the Assistant Superintendent for Vocational Education Services, Office of Public Instruction, Helena, MT 59620.

I. **Title of Program:** Please use the space below to list the USOE Code(s) and Title(s) *from the listing on* form VZ10583 that best describes your proposed program.

6 Digit Code	Title	Co-op Yes	Co-op No
_____	_____	☐	☐
_____	_____	☐	☐
_____	_____	☐	☐
_____	_____	☐	☐

II. **Program Information.** Directions: Please describe the purpose and operation of your proposed program using the following outline. Attach the completed description to this proposal.

A. Estimate the number of male and female students to receive training in this program this year.
Total male_____ Total female_____ Total disadvantaged/handicapped_____

B. What is the purpose of this program?
☐ Job exploration ☐ Preparation for job entry ☐ Preparation for further occupational training ☐ All

C. Describe content of program:
1. List courses, by sequence, showing grade level and prerequisite where applicable.
2. Provide an outline and learner outcomes for **each class.**
3. If the project was on probation last year, how have you corrected the cited items?
4. What provisions are made for safety instruction?

D. How many minutes per week and weeks per year does the class meet?

E. Describe provisions made for participation of students from nonprofit private schools. How many of these students will be served in this program?
Male_____ Female_____ Disadvantaged/handicapped_____

F. Describe methods of program evaluation you will employ. Describe how the following groups are involved: administration, staff, advisory committees, students and others.

G. Describe what provisions are made for vocational guidance which includes, but is not limited to, occupational information and career counseling.

H. Provide a list of the members of the advisory committee for this program, including name, occupation, home address, and telephone number. Advisory committee shall have appropriate representation of both sexes and racial and ethnic minorities found in the program area the committee serves. Identify the number of meetings per year and attach a copy of the minutes.

I. What are student requirements for admission to the program? Physical, age, academic, vocational intent, other?

J. What special kinds of services (instructional aides, staff, equipment, facilities) are available for disadvantaged, handicapped or limited English-speaking students?

K. Describe what provisions are being made for job or further training placement, and annual follow-up of program completers.

L. What student organization activities are to be available (FFA, FHA, DECA, OEA, VICA)? Describe how these activities are integrated with the training program.

M. Describe the location and description of facilities and equipment to be utilized for this program.

N. List policies and procedures to implement the reduction of sex bias and sex role stereotyping in regards to: 1) equal access to programs, 2) enrollment patterns, 3) curriculum and classroom instructional materials, 4) representation of both sexes on advisory committees, 5) cooperative work experience, 6) youth organization involvement, 7) facilities and equipment, 8) non-traditional occupational information.

O. If this program uses the cooperative teaching methods, please complete and attach Form VZ1283 (Addendum for Cooperative Vocational Education Programs).

P. Please fully complete the attached "Proposal Budget." Itemize both major and minor equipment on the pages provided.

III. **Authorization**

The assurances contained in the Local Five-Year Plan for Vocational Education are applicable for this program.

This program meets the minimum standards outlined in the Guidelines for Vocational Education in Montana.

Signed:_____ Date_____
District Superintendent

Signed:_____ Date_____
Program Instructor

Signed:_____ Date_____
Advisory Committee Chairperson

PROJECT BUDGET
MISCELLANEOUS FUND 08
SUBFUND 01 (STATE) SUBFUND 02 (FEDERAL)

VOCATIONAL INSTRUCTOR(S) SALARY (attach additional sheets, if necessary)

Instructor Name	Sex M/F	Contract Salary 9-Month	Vocational Responsibility % of Time	Vocational Responsibility Salary	Extended Contract Weeks	Extended Contract Salary	Student Organization Stipend
		$	%	$		$	$
	Total Vocational Salaries Transfer to -0212 a, b, and c below.			$ a	XXX	$ b	$ c

ACCOUNTING CODE Refer to VZ10283. Round dollar amounts to nearest dollar. Budget should only reflect the portion applicable to this project.		Total Project Budget	Excess Costs	STATE USE Approved
-0211	Principal/Coordinators' salaries	$	XXXXXX	$
-0212	Instructors' salaries	XXXXXX	XXXXXX	
	a. 9-month salary (Vocational Responsibility Only)		XXXXXX	
	b. *Extended contract salary* *			
	c. *Voc. student organization advisor stipend* *			
-0213	Clerical salaries		XXXXXX	
-0232	*Instructional supplies* *			
-0233	*Instructional minor equipment* *			
-0252	Inservice training expenses		XXXXXX	
-0258	*Instructional travel expenses* *			
-0285	Consultants' fees		XXXXXX	
-0288	Consultants' travel		XXXXXX	
-0734	*Instructional equipment, maintenance, repair and leasing* *			
-1164	*Major instructional equipment* *			
-1059	SS, TR, PERS, etc. (14% of above salaries)		XXXXXX	
	TOTAL PROJECT BUDGET →	$		$
	TOTAL EXCESS COSTS →		$	$

Excess Cost Item

ITEMIZED LIST OF MAJOR INSTRUCTIONAL EQUIPMENT

List all major instructional equipment to be purchased having a unit cost of $300 or more.

Name of Equipment	Description*	Quantity	Total Cost
			$
	Transfer Total to budget item 1164 on your proposed budget		$

*Brief description of equipment: type, make, size, model, etc.

ITEMIZED LIST OF MINOR INSTRUCTIONAL EQUIPMENT

List all minor instructional equipment to be purchased having a unit cost of less than $300.

Name of Equipment	Description*	Quantity	Total Cost
			$
	Transfer Total to budget item -0233 on your proposed budget.		$

*Description of equipment: type make, size, model, etc.

State of Montana
Office of Public Instruction
Ed Argenbright, Superintendent
Helena, MT 59620

AUTHORIZATION OF VOCATIONAL EDUCATION PERSONNEL
Due: Two weeks prior to start of program

DIRECTIONS:

1. Submit only for personnel not previously approved or for upgrading personnel.
2. District superintendent submit one copy to the Assistant Superintendent for Vocational Education Services, Office of Public Instruction, Helena, MT 59620.

Name of Applicant: _____ ☐ M ☐ F Date: _____

School: _____ City: _____ Zip Code: _____

Vocational Education Program(s) _____

Educational Degrees: _____ Major: _____ Minor: _____ Date Rec'd _____

Class of teaching certificate presently held: _____ Endorsements: _____

Professional courses completed such as: (philosophy of ---, teaching methods of ---, adult methods of ---, curriculum instruction in ---, and instructional materials in vocational education, and administration of and/or coordinating practices in cooperative vocational education). Refer to Secondary Vocational Education Guidelines handbook for individual program requirements.

Courses				
Dept.	Number	Name of Course	Quarter Credits	Institution

Related occupational experience (other than teaching):

Name and Address of Employer	Date of Employment				Title of Position and Nature of Duties
	From	To	Part-time	Full-time	

Signed: _____ Applicant

Verified by: _____ District Superintendent

FOR OFFICE OF PUBLIC INSTRUCTION USE ONLY:

Approval: _____ Date: _____

Provisions: _____ Signed: _____

Level: Secondary ☐ Postsecondary ☐ Adult ☐ Teacher Training ☐

VZ1183

State of Montana Office of Public Instruction Ed Argenbright, Superintendent Helena, MT 59620	ADDENDUM FOR COOPERATIVE VOCATIONAL EDUCATION PROGRAM	
	DUE: April 27	

DIRECTIONS:

1. District superintendent submit one copy to the Assistant Superintendent for Vocational Education Services, Office of Public Instruction, Helena, MT 59620, with completed Proposal for Vocational Education Program (VZ0283 or VZ1083) applicable to this proposal.

2. Use the following outline in describing the purpose and operation of the cooperative portion of the program. (**Attach sheets as necessary.**)

District No.	County	City Zip Code	School Name

1. If this is a multi-occupation cooperative program, list the occupational areas (by USOE Codes and Titles) which the coordinator will coordinate.

2. Name of coordinator:
   a. Is the coordinator vocationally approved in cooperative education? Yes_____ No_____

3. Number of coordination periods per day:
   a. Number of students coordinated per hour/day:

4. Does the program comply with federal and state labor laws and regulations in regard to hours worked, age of students, employment conditions, student safety and wages?
   _____Yes _____No

5. Does the employer with whom the agreement is made follow equal employment opportunity guidelines and assure that no person on the basis of race, sex, creed, national origin, or disability shall be discriminated against, excluded from participation in, be denied the benefits of any federal or state funded vocational educational program or activity?
   _____Yes _____No

6. Does the program provide for liability and industrial insurance protection? If no, who is responsible?
   _____Yes _____No

7. Describe the procedures used to assure that suitable training stations are available for students enrolled in the cooperative program.

8. Provide an outline of the related classroom instruction for a co-op class.

9. Describe the procedures used to assure that placement of cooperative vocational education students will not displace regularly employed workers.

10. Attach a sample copy of the cooperative training agreement and the policies which govern cooperative training.

11. Attach a sample copy of the cooperative training evaluation form(s) to be used.

12. Attach a sample copy of the training plan forms to be used.

13. Complete a certified expenditure report for the cooperative education program.

Signed:_____ Date_____
Teacher-Coordinator

State of Montana Office of Public Instruction Ed Argenbright, Superintendent Helena, MT 59620	PROPOSAL FOR VOCATIONAL PROGRAM IMPROVEMENT PROJECTS	Project Number (STATE USE)
	DUE:	Fiscal Year_____

OFFICE OF PUBLIC INSTRUCTION APPROVAL: Yes___ No___ Date_____ $_____

City	Zip Code	School or Organization

DIRECTIONS:

This proposal should be used for program improvement projects. Submit one copy to the Assistant Superintendent for Vocational Education Services, Office of Public Instruction, Helena, MT 59620. Projects will be approved by area based on application quality, funding prioritization and amount of funding available. Federal funds in the areas listed on the proposed budget sheet do not require a dollar-for-dollar local funding match. However, if local or state funding is allocated to the project, please show this amount on the proposed budget under local matching funds, if applicable. Additional information pertaining to the description and goals of these funding areas can be obtained from the Department of Vocational Education Services and are also included in the Montana State Plan for Vocational Education 1983-88.

I. **Type of Program**

- ☐ Personnel Devel., Inservice
- ☐ Personnel Devel., Preservice
- ☐ Research
- ☐ Exemplary
- ☐ Curriculum
- ☐ Guidance

II. **Program Area(s)**

- ☐ Agriculture
- ☐ Business & Office
- ☐ Consumer Homemaking
- ☐ Distributive/Marketing
- ☐ Industrial Arts
- ☐ Trades & Industry
- ☐ Wage Earning Home Economics

III. **Title of Program** _____

IV. **Program Information**

Use the following outline in writing a narrative to communicate the purpose and describe the operation of the program.

A. *Objectives*

Describe the specific objectives to be achieved in this program. These objectives should be sharply defined, clearly stated, capable of being attained by the proposed procedures and capable of being measured. One objective should address how sex bias and sex stereotyping will be reduced. Describe how your specific objectives relate to the state established goals and objectives (refer to Request for Proposal).

B. *Activities and Procedures*

Outline a plan of action with target dates pertaining to how the proposed objectives will be accomplished.

C. *Participants*

Estimated number of participants in this program. If the program is designed to meet the needs of target groups, please identify these groups.

D. *Coordination*

Describe coordination of this program with other vocational education programs, academic programs, and other institutions, agencies or industries.

E. *Advisory Committee*

Provide a list of the members of the advisory committee for this program including name, occupation, home address and telephone number. Describe how the advisory committee and other groups (if applicable) are used in determining the need and relevancy of this program. The committee should have an appropriate representation of the racial and ethnic minorities found in the program area, school, community or region which it serves and should have representation of both sexes.

F. *Evaluation*
Describe the methods of evaluation you will employ.

G. *Personnel*
Provide the following information regarding each professional person who will be participating in this project (such as project director, instructor, teacher aide, etc.).
1. Name
2. Duties for this project
3. Proposed time commitment to this project (percent of total time)
4. Proposed time commitment to other projects—specify (percent of total time)

H. *Dissemination of Results*
Describe the plan for statewide dissemination of results of this project. Results of the project must be submitted to the Department of Vocational Education Services, Office of Public Instruction, within six weeks of the completion date of the project.

I. *Estimated Budget*
Use the forms provided to submit an estimated budget for the program. Attach a detailed budget specifying anticipated expenditures.

J. *Assurance of Funds for Expenditures*
Please provide an assurance that funds received by the institution will be deposited in a fund allowing expenditures only when authorized by the department submitting the proposal. Assurance is given that this proposal does not discriminate nor violate provisions of Title IX, Title VI or Section 504.

V. **Authorization**

The assurances contained in the Local Plan for Vocational Education (VZ0382) are applicable for this program. Applicable state and federal standards of vocational education are met by this program and assurance is given that this proposal does not discriminate nor violate provisions of Title IX, Title VI, and Section 504.

Signed _____
Dean/Department Head/Administrator Date

Signed _____
Program Director Date

Budget Explanation Sheet

For the following budget line items included on the estimated budget sheet, a brief explanatory narrative should be included on a separate page. Refer to the *Montana School Finance and Statistics Manual*.

Supervisor's salaries[1] — Include the portion (%) of salary devoted to supervising this program and identify by position the individual(s).

Instructors' salaries[1] — Include the portion (%) of salary devoted to the program. This should reflect the amount of time or periods per day spent in instruction and preparation for the project.

Guidance travel expenses — Explain the reason for the travel involved and the amount of travel.

Rental of lands and buildings — Provide a rationale for rental of lands and buildings. Include a cost breakdown of the rental.

Other expenses — Specify any expenses that are not included in budget line items of the estimated budget which are of an unusual nature but are essential to the success of the proposal.

Instructional travel expenses — Explain why the travel is necessary and who will be involved (instructors and/or students). Student per diem is not an allowable expense.

Consultants' fees — Specify rate of pay, travel, per diem for each consultant.

Guidance salaries[1] — Include the portion (%) of salary devoted to the guidance of the student enrolled in this proposed program.

[1]Partial salaries charged to a project must be substantiated by local time sheets for audit purposes.

APPLICATION FOR PROJECT FUNDING IN THE AREAS OF RESEARCH, EXEMPLARY, CURRICULUM, TEACHER (PERSONNEL) DEVELOPMENT AND GUIDANCE

PROPOSED BUDGET (see Budget Explanation Sheet)

BUDGET ITEM	(A) Total Amount of Fed. Funds request.	(B) Local Match if Applicable	OPI USE ONLY Budget Approved for reimbursement
INSTRUCTION			
Supervisors' salaries			
Instructors' salaries			
Clerical salaries			
Instructional supplies			
Instructional minor equipment*			
Other supervisory expenses			
Other instructional expenses			
Instructional travel expenses			
Consultants' fees			
Consultants' travel			
Other consultants' expenses			
TOTAL INSTRUCTION			
SUPPORTIVE SERVICES			
Guidance salaries			
Clerical salaries			
Guidance travel expenses			
Other guidance expenses			
TOTAL SUPPORTIVE SERVICES			
MAINTENANCE OF PLANT			
Instructional equipment maintenance and repair			
TOTAL MAINTENANCE OF PLANT			
OTHER CURRENT CHARGES			
Social Security			
Teachers' retirement			
Public employees' retirement			
Unemployment compensation			
Rental of lands and buildings			
Insurance			
Other expenses (specify)			
TOTAL OTHER CURRENT CHARGES			
CAPITAL OUTLAY			
Instructional major equipment**			
TOTAL CAPITAL OUTLAY			
GRAND TOTAL			

*Expenditures for all instructional equipment having a unit cost of **less than** $300.

Expenditures for all instructional equipment having a unit cost of $300 **or more. An itemized list of major instructional equipment must be provided with this proposal.

NOTES.

Round off all figures to the nearest dollar.

Reflect only the portion of salaries applicable to this project.

APPLICATION FOR EMERGING AND
EMERGENCY OCCUPATIONFUNDING

LEA: _____

FY: _____

BUDGET SHEET

BUDGET ITEMS	A Total Amount of Fed. Funds req.	B Matching Funds	OPI USE ONLY Budget Approved for reimbursement
ADMINISTRATION			
Administrative salaries	XXXXXXXXXX		
Other expenses	XXXXXXXXXX		
TOTAL ADMINISTRATION	XXXXXXXXXX		
** INSTRUCTION			
Supervisors' salaries			
Instructors' salaries			
Clerical salaries			
Instructional supplies			
Instructional minor equipment*			
Other supervisory expenses			
Other Instructional expenses			
Instructional travel expenses			
Consultants' fees			
Consultants' travel			
Other consultants' expenses			
TOTAL INSTRUCTION			
SUPPORTIVE SERVICES			
Guidance salaries			
Clerical salaries			
Guidance travel expenses			
Other guidance expenses			
TOTAL SUPPORTIVE SERVICES			
MAINTENANCE OF PLANT			
Instructional equipment, maintenance and repair			
TOTAL MAINTENANCE OF PLANT			
OTHER CURRENT CHARGES			
Social Security			
Teachers' retirement			
Public employees' retirement			
Unemployment compensation			
Rental of lands and buildings			
Insurance			
Other expenses (specify)			
TOTAL OTHER CURRENT CHARGES			
CAPITAL OUTLAY			
08-01-1164 Instructional major equipment**			
TOTAL CAPITAL OUTLAY			
GRAND TOTAL			
PROJECT GRAND TOTAL (Columns A + B)			

*Centers must designate appropriate SBAS number on each line item.
**Expenditures for all instructional equipment having a unit costs of less than $300.00

II. **Program Information.** Directions: Please write a narrative describing the purpose and operation of your proposed program. Use the following outline in your narrative. Attach the completed narrative to this proposal.

A. Estimated number of male and female students to receive training in this program this year. What percent is this of your total school/institution enrollment?

B. What is the occupational goal of this program? (If applicable.)

C. Describe content of program:
   1. List courses, by sequence, showing grade level and prerequisite where applicable.
   2. Provide an outline of each course in the program.
   3. List total credit hours/lecture hours/laboratory hours/clock hours, by course.
   4. Provisions for safety instruction.

D. If applicable, what is the total time requirement for the program (i.e. 2 hrs./day for 36 weeks, etc.)?

E. What are the minimum student performance (competencies)/proficiency standards for completion of the program?

F. Describe provisions made for participation of students from nonprofit private schools. How many of these students will be served in this program?

G. Describe coordination of this program with other vocational education programs in the school and with general academic course offerings (if applicable).

H. Describe methods of evaluation you will employ.

I. Describe provisions to assure adequate vocational guidance.

J. Provide a list of the members of the advisory committee for this program, including name, occupation, home address, and telephone number. Advisory committee shall have appropriate representation of both sexes and racial and ethnic minorities found in the program area the committee serves.

K. What are student requirements for admission to the program? Physical, age, academic, vocational intent, driver's license, other?

L. What special kinds of services (instructional aides, staff, equipment, facilities) are available for disadvantaged, handicapped or limited English-speaking students?

M. What job/education placement services will be provided?

N. What student organization activities are to be available (FFA, FHA, DECA, OEA, VICA)? Describe how these activities are integrated with the training program. (If applicable.)

O. Describe the location, description and adequacy of facilities and equipment to be utilized for this program.

P. List policies and procedures to implement the reduction of sex bias and sex role stereotyping in regards to: 1) equal access to programs, 2) enrollment patterns, 3) curriculum and classroom instructional materials, 4) representation of both sexes on advisory committees, 5) cooperative work experience, 6) youth organization involvement, 7) facilities and equipment, 8) non-traditional occupational information.

Q. If this program uses the cooperative teaching methods, please complete and attach Form VZ1282 (Addendum for Cooperative Vocational Education Programs).

R. Please fully complete the attached "Proposal Budget." Itemize both major and minor equipment on the pages provided.

This proposal is a planning instrument for determining student and employment needs, funding, location of new programs and is the basis for required program evaluation and supervision.

III. **Authorization**

The assurances contained in the Local Plan for Vocational Education (VZ0382) are applicable for this program.

This program meets the minimum standards outlined in the Guidelines for Vocational Education in Montana (VZ 16082) and applicable standards for postsecondary education..

Signed:_____ Date_____
District Superintendent

Signed:_____ Date_____
Center Director

State of Montana
Office of Public Instruction
Ed Argenbright, Superintendent
Helena, Montana 59620

GOALS AND OBJECTIVES
VOCATIONAL PERSONNEL DEVELOPMENT PROGRAMS & SERVICES

I. Nature and Purpose of Vocational Personnel Development Programs

Authorization is given under Sections 130(b)(5) and 150(b)(2) of the Education Amendments of 1976 (P.L. 94-482) to provide training (both preservice and inservice) as is necessary to provide qualified personnel meeting requirements established for vocational education programs in Montana.

Activities are encouraged which not only help provide an adequate supply of vocational education teachers but also promote high quality in both new and experienced teachers and administrators.

II. 1981-82 Goals and Objectives for Personnel Development (Section 135, P.L. 94-482)

Goal:

To improve the quality of instruction in vocational programs by providing relevant inservice and preservice training.

Objectives:

1. Update resource material and equipment in teacher education departments. (preservice)
2. Provide inservice workshops for vocational instructors and administrators that meet identified needs. (inservice)
3. Provide technical assistance to vocational student teachers during their student teaching experience. (preservice)
4. Provide technical assistance to first-year vocational teachers. (inservice)
5. Provide consultant service and technical assistance to vocational student organizations. (preservice-inservice)

III. Supplanting Funds

Vocationally funded personnel development projects are prohibited by federal regulations from supplanting funds for teacher training activities that are considered part of the institution's traditional role. Funding for these projects should instead support specific activities that help improve the quality of the vocational teacher education program.

IV. Submitting Proposals

Proposals for personnel development should be submitted on form VZ0881, Proposal for Vocational Personnel Development Programs and Services.

V. Approval of Proposals

Proposals will be reviewed by the Department of Vocational Education Services, Office of Public Instruction. After tentative approval of the project and establishment of the budget amount, you will be notified of any change. ***Final approval will be given by the Office of Public Instruction.***

State of Montana Office of Public Instruction Ed Argenbright, Superintendent Helena, MT 59620	APPLICATION FOR FORWARD FUNDING FY 19 ____	Assigned Project Number

INSTRUCTIONS for requesting forward funding on approved Vocational Education Projects.

1. District superintendent or administrative officer submit one copy of this form to the State Administrator/ Assistant Superintendent for Vocational Services, Office of Public Instruction, Helena 59620.
2. Submit a separate form for each project. Be sure each has a project number.

District No.	Elem. H.S.	County	City	Zip Code	School

Total Project Approval _____

I certify the information reported on this claim is accurate to the best of my knowledge and belief. I also understand a notarized expenditure report is due at the Office of Public Instruction by July 30, 19 ___. Any unexpended project funds will be refunded to the Office of Public Instruction.

Sign: _____ _____ _____
Title Date

STATE USE ONLY

Approved: _____ _____
State Administrator/Assistant Superintendent for Vocational Services Date

Paid on TWC No. _____ Amount _____ Date _____

VZ0182

APPLICATION FOR EMERGING AND
EMERGENCY OCCUPATION FUNDING

LEA: _____

FY: _____

* BUDGET SHEET

BUDGET ITEMS	A Total Amount of Fed. Funds req.	B Matching Funds	OPI USE ONLY Budget Approved for reimbursement
ADMINISTRATION			
Administrative salaries	XXXXXXXXXX		
Other expenses	XXXXXXXXXX		
TOTAL ADMINISTRATION	XXXXXXXXXX		
** INSTRUCTION			
Supervisors' salaries			
Instructors' salaries			
Clerical salaries			
Instructional supplies			
Instructional minor equipment*			
Other supervisory expenses			
Other Instructional expenses			
Instructional travel expenses			
Consultants' fees			
Consultants' travel			
Other consultants' expenses			
TOTAL INSTRUCTION			
SUPPORTIVE SERVICES			
Guidance salaries			
Clerical salaries			
Guidance travel expenses			
Other guidance expenses			
TOTAL SUPPORTIVE SERVICES			
MAINTENANCE OF PLANT			
Instructional equipment, maintenance and repair			
TOTAL MAINTENANCE OF PLANT			
OTHER CURRENT CHARGES			
Social Security			
Teachers' retirement			
Public employees' retirement			
Unemployment compensation			
Rental of lands and buildings			
Insurance			
Other expenses (specify)			
TOTAL OTHER CURRENT CHARGES			
CAPITAL OUTLAY			
08-01-1164 Instructional major equipment**			
TOTAL CAPITAL OUTLAY			
GRAND TOTAL			
PROJECT GRAND TOTAL (Columns A + B)			

*Centers must designate appropriate SBAS number on each line item.
Expenditures for all instructional equipment having a unit costs of **less than $300.00

II. **Program Information.** Directions: Please write a narrative describing the purpose and operation of your proposed program. Use the following outline in your narrative. Attach the completed narrative to this proposal.

A. Estimated number of male and female students to receive training in this program this year. What percent is this of your total school/institution enrollment?

B. What is the occupational goal of this program? (If applicable.)

C. Describe content of program:
   1. List courses, by sequence, showing grade level and prerequisite where applicable.
   2. Provide an outline of each course in the program.
   3. List total credit hours/lecture hours/laboratory hours/clock hours, by course.
   4. Provisions for safety instruction.

D. If applicable, what is the total time requirement for the program (i.e. 2 hrs./day for 36 weeks, etc.)?

E. What are the minimum student performance (competencies)/proficiency standards for completion of the program?

F. Describe provisions made for participation of students from nonprofit private schools. How many of these students will be served in this program?

G. Describe coordination of this program with other vocational education programs in the school and with general academic course offerings (if applicable).

H. Describe methods of evaluation you will employ.

I. Describe provisions to assure adequate vocational guidance.

J. Provide a list of the members of the advisory committee for this program, including name, occupation, home address, and telephone number. Advisory committee shall have appropriate representation of both sexes and racial and ethnic minorities found in the program area the committee serves.

K. What are student requirements for admission to the program? Physical, age, academic, vocational intent, driver's license, other?

L. What special kinds of services (instructional aides, staff, equipment, facilities) are available for disadvantaged, handicapped or limited English-speaking students?

M. What job/education placement services will be provided?

N. What student organization activities are to be available (FFA, FHA, DECA, OEA, VICA)? Describe how these activities are integrated with the training program.(If applicable.)

O. Describe the location, description and adequacy of facilities and equipment to be utilized for this program.

P. List policies and procedures to implement the reduction of sex bias and sex role stereotyping in regards to: 1) equal access to programs, 2) enrollment patterns, 3) curriculum and classroom instructional materials, 4) representation of both sexes on advisory committees, 5) cooperative work experience, 6) youth organization involvement, 7) facilities and equipment, 8) non-traditional occupational information.

Q. If this program uses the cooperative teaching methods, please complete and attach Form VZ1282 (Addendum for Cooperative Vocational Education Programs).

R. Please fully complete the attached "Proposal Budget." Itemize both major and minor equipment on the pages provided.

This proposal is a planning instrument for determining student and employment needs, funding, location of new programs and is the basis for required program evaluation and supervision.

III. **Authorization**

The assurances contained in the Local Plan for Vocational Education (VZ0382) are applicable for this program.

This program meets the minimum standards outlined in the Guidelines for Vocational Education in Montana (VZ 16082) and applicable standards for postsecondary education..

Signed:_____ Date_____

District Superintendent

Signed:_____ Date_____

Center Director

State of Montana Office of Public Instruction Ed Argenbright, Superintendent Helena, MT 59620	PROPOSAL FOR AN APPRENTICESHIP RELATED INSTRUCTION PROGRAM AND APPLICATION FOR FUNDS UNDER PUBLIC LAW 94-482 DUE: December 1, 1981	I.D. No. _____ OPI Approval Yes ☐ Date No ☐ _____ M.A.B. Approval Yes ☐ Date No ☐ _____

This proposal is necessary to receive federal and state funding assistance through Montana's approved plans as required by Public Law 94-482.

School District Number, Name:	County	City	Zip

DIRECTIONS:

This proposal should be prepared by the administrative and instructional staff in cooperation with the local Joint Apprenticeship and Training Committee (J.A.T.C.) and be consistent with your local Plan for Vocational Education submitted on form VZ0381. Submit a separate proposal for each Apprenticeship program for which funds are requested. Submit one copy to Assistant Superintendent for Vocational Education Services, Office of Public Instruction, Helena, MT 59620.

I. Title of Program: Please use the space below to list the Title that best describes your proposed program.

_____

_____

Check one: ☐ New Proposal ☐ Funded Last Year

STATE USE ONLY
6 Digit Code
Assigned

_____

_____

II. Instructor Information: Please provide information requested below.

Name of Instructor	Number of Classes to be taught	Total Number of Hours Instruction	Hourly Rate of Pay	State Use Only
TOTALS			XXXXX	

Name of District Adult Education Coordinator _____ Phone _____

VA14581

III. Program Information Directions: Please write a narrative describing the purposes and operation of your proposed program. If program was funded last year and information is the same for any item in the narrative, respond by stating, "Same as last year."

Use the following outline in your narrative. Attach the completed narrative to this proposal.

A. Estimate the number of students to be served in this program by level, (i.e., First year apprentices, Second year, etc.)

B. The total number of hours instruction reported in section II on the previous page will be scheduled in what manner, (i.e., 4 hrs/week for 36 weeks, one weekend per month for 9 months, etc.)?

C. Describe the coordination between the local school district and the J.A.T.C. in the preparation of this proposal and conduct of the program. Include an explanation of funding sources for program costs. Describe the coordination of this program with other programs (if applicable).

D. Describe methods of evaluation you will employ to evaluate this program.

E. Provide a list of the members of the Advisory Committee (J.A.T.C. and/or others) for this program, including name, occupation, address and telephone number.

F. Describe the special kinds of services (staff, instructional aides, equipment, facilities) available for the disadvantaged, handicapped or limited english speaking students.

G. Describe the location, description and adequacy of facilities and equipment to be utilized for this program.

H. Please fully complete the attached "Proposal Budget".

This proposal is a planning instrument for determining program and student needs and to provide a basis for program evaluation and supervision.

IV. Authorization

The assurances contained in the Local Plan for Vocational Education (VZ0381) are applicable for this program.

This program meets the minimum standards established by the Montana Apprenticeship Bureau and the Guidelines for Vocational Education in Montana (VZ10681).

CHAIRMAN, BOARD OF TRUSTEES _____ DATE _____

DISTRICT SUPERINTENDENT OR DESIGNEE _____ DATE _____

J.A.T.C. REPRESENTATIVE _____ DATE _____

PROPOSAL BUDGET
APPRENTICESHIP RELATED INSTRUCTION PROGRAM

ACCOUNTING CODE Refer to VZ10281. Round dollar amounts to nearest dollar. Budget should only reflect the portion applicable to this project. Give total of school district and J.A.T.C. expenditures as accurately as can be projected.		Line Item for Project Expenditure	Sub-Total	STATE USE Approved
	ADMINISTRATION			
08-01-0111	Administrative salaries		XXXXXXX	
	TOTAL ADMINISTRATION	XXXXXXX	$	
	INSTRUCTION			
08-01-0211	Principal/Coordinators' salaries		XXXXXXX	
08-01-0212	Instructors' salaries		XXXXXXX	
08-01-0213	Clerical salaries		XXXXXXX	
08-01-0232	Instructional supplies		XXXXXXX	
08-01-0233	Instructional minor equipment		XXXXXXX	
08-01-0252	Inservice training expenses		XXXXXXX	
08-01-0258	Instructional travel expenses		XXXXXXX	
08-01-0285	Consultants' fees		XXXXXXX	
08-01-0288	Consultants' travel		XXXXXXX	
	TOTAL INSTRUCTION	XXXXXXX	$	
	SUPPORTIVE SERVICES			
08-01-4111	Guidance salaries		XXXXXXX	
08-01-0413	Clerical salaries		XXXXXXX	
08-01-0458	Guidance travel expenses		XXXXXXX	
	TOTAL SUPPORTIVE	XXXXXXX	$	
	OPERATION/MAINTENANCE OF PLANT			
08-01-0681	Heat for buildings		XXXXXXX	
08-01-0682	Utilities, except heating		XXXXXXX	
08-01-0734	Instructional equipment maintenance and repair		XXXXXXX	
	TOTAL MAINTENANCE OF PLANT	XXXXXXX	$	
	OTHER CURRENT CHARGES			
08-01-1057	Insurance		XXXXXXX	
08-01-1056	Rental of lands and buildings		XXXXXXX	
08-01-1059	Miscellaneous and other expenses (specify)		XXXXXXX	
	SS, TR, PERS, etc. (State Use)		XXXXXXX	
	TOTAL OTHER CURRENT CHARGES	XXXXXXX	$	
	CAPITAL OUTLAY			
08-01-1164	Instructional major equipment		XXXXXXX	
	TOTAL CAPITAL OUTLAY	XXXXXXX	$	
	GRAND TOTAL	XXXXXXX	$	

State of Montana Office of Public Instruction Ed Argenbright, Superintendent Helena, MT 59620	RELATED APPRENTICESHIP TRAINING REQUEST FOR FINAL PAYMENT/EXPENDITURE REPORT PART I (School District Portion)	Assigned Project No. _____ Title: _____ FY _____

DUE: JUNE 30

Purpose

This form is used to initiate the process for disbursing final payments to local educational agencies conducting Related Apprenticeship Training projects approved for funding by the Office of Public Instruction, Department of Vocational Education Services. The form also provides expenditure information necessary for fiscal accounting.

School District No., Name	County	City, Zip

Instructions

Project director is to complete Part I of the form in its entirety and submit to Jeff Wulf, Specialist, Trade and Industrial Education, Office of Public Instruction, State Capitol, Helena, MT 59620. Be sure to include notarized signature.

Column A lists items by accounting code to use in categorizing expenditures. Column B, Federal Funds, is to be used only for listing the amount expected to be spent for salaries from federal vocational education sources. This is the figure from the letter of approval for the project in most cases. However, if the project is conducted for fewer hours than anticipated in the project proposal, the figure will be lower. To figure, multiply the number of hours of instruction times the hourly reimbursement rate. Column C is to be filled out by listing the funds from school district sources used for apprenticeship training. Use Column D to list JATC expenditures for the project *as submitted and certified by JATC officials on Part II of this form.* Adding the totals of Columns C and D gives a figure for matching funds required by federal regulations. *This figure must meet or exceed the figure in Column B or else final payment cannot be authorized.* The last step is to add Columns B, C, and D to get Combined Expenditures for Column E.

Attach Part II (JATC Portion) to Part I (School District Portion) and submit both parts together. Part II provides substantiation by the JATC for their expenditures and is to be certified by the appropriate Joint Apprenticeship Training Committee official.

Project Information

1. Actual number of hours of related apprenticeship training conducted for this project: _____
2. Check one: ☐ Received 75% forward funding. ☐ Did not receive forward funding.
3. Project expenditures:

(A) Items	(B) Federal Funds	(C) School District	(D) JATC	(E) Combined Expenditures
-0211 Supervisor/Coordinator Salaries	XXXXX			
-0212 Instructor Salaries				
-0213 Clerical Salaries	XXXXX			
-0232 Instructional Supplies	XXXXX			
-0233 Instructional Minor Equipment	XXXXX			
-0251 Other Supervisory Expenses	XXXXX			
-0252 Other Instructional Expenses	XXXXX			
-0253 Instructional Travel	XXXXX			
-0734 Instructional Equipment Maintenance, Repair and Leasing	XXXXX			
-1059 Other Expenses (including fringe benefits, etc.) Explain	XXXXX			
-1164 Instructional Major Equipment	XXXXX			
COLUMN TOTALS				Grand Total:
			Total Matching Funds (C + D)---	

School District Certification

I hereby certify that all information in this report is accurate and complete to the best of my personal knowledge and request final payment of funds due as a result of conducting this project.

Signature of school official: _____

Subscribed and sworn before me this _____ day of _____, 19_____.

Notary_____ State of Montana, County of _____.

School District Accounting Preference

Make payments for related apprenticeship training to (check one):

☐ Fund 08, Miscellaneous Federal Funds (non-budgeted fund)

☐ Fund 15, Adult Education Fund (must be budgeted)

State of Montana Office of Public Instruction Ed Argenbright, Superintendent Helena, MT 59620	RELATED APPRENTICESHIP TRAINING REQUEST FOR FINAL PAYMENT/EXPENDITURE REPORT PART II (J.A.T.C. Portion)	Assigned Project No. _____ Title: _____ FY _____

DUE: JUNE 30

Purpose

This form is to provide school district officials expenditure information necessary for them to fulfill reporting requirements for their related apprenticeship training projects that are approved for funding by the Office of Public Instruction, Department of Vocational Education Services. This form also serves as a certification of JATC expenditures to meet federal requirements for matching funds.

Name of Joint Apprenticeship Training Committee:	Address:

Instructions

JATC official is to complete the report of project expenditures below and submit to the school district official who is the project director responsible for cooperating with the JATC for conduct of this project. Use the categories listed for reporting expenditures even though they may not directly correspond with headings used in JATC accounting procedures. Items listed under -1059, Other Expenses, should be accompanied with a specific explanation.

PROJECT EXPENDITURES:

	ITEMS	Amount from JATC Sources
- 0211	Supervisor/Coordinator Salaries	
- 0212	Instructor Salaries	
- 0213	Clerical Salaries	
- 0232	Instructional Supplies	
- 0233	Instructional Minor Equipment (Less than $300)	
- 0251	Other Supervisory Expenses	
- 0252	Other Instructional Expenses	
- 0253	Instructional Travel	
- 0734	Instructional Equipment Maintenance, Repair and Leasing	
- 1059	Other Expenses (including fringe benefits, etc. – Explain)	
- 1164	Instructional Major Equipment ($300 or more)	
	TOTAL	

JATC Certification

I hereby certify that all information in this report is accurate and complete to the best of my personal knowledge.

Signature of JATC official: _____

Subscribed and sworn before me this _____ day of _____, 19_____.

Notary_____ State of Montana, County of _____.

State of Montana
Office of Public Instruction
Ed Argenbright, Superintendent
State Capitol
Helena, MT 59620

Uniform Application for Admission to a Montana Vocational-Technical Center

VoTech

General Information (Please Print)

Name _____
Last First Middle Other Names Used

Mailing Address _____
Street City State Zip

_____
County Phone

Social Security ____/____/____ Birth Date ____/____/____

Are you applying as a Montana resident? Yes ☐ No ☐
Montana resident since _____

Program of study for which application is made (please specify):

Program _____

Quarter Applicant Expects to Enter:

Fall	Winter	Spring	Summer
☐	☐	☐	☐

I **HEREBY** make application for Admission to a Montana Postsecondary Vocational-Technical Center.

_____
Signature

Date of Application _____

VZ1783

If applicant is planning to receive or has applied for financial assistance, please complete the following:

Agency supplying financial support (please specify)

_____

Do you need information on Financial Aid?
Yes ☐ No ☐
(**Veterans or others eligible** to receive financial aid must complete the necessary forms. Please contact the Financial Aid Officer of the Center for which application is made.)

Montana Vo-Tech Centers:

Please send completed application to:

Billings Vocational-Technical Center
3803 Central Avenue
Billings, MT 59102 (406) 652-1720

Butte Vocational -Technical Center
404 South Wyoming Street
Butte, MT 59701 (406) 782-4256

Great Falls Vocational-Technical Center
2100-16th Avenue South
Great Falls, MT 59405 (406) 791-2100

Helena Vocational-Technical Center
1115 Roberts Street
Helena, MT 59601 (406) 442-0060

Missoula Vocational-Technical Center
909 South Avenue West
Missoula, MT 59801 (406) 721-1330

Student Tuition, Program Cost and Fee

Tuition:
Montana Resident — $165.00 per quarter
Out-of-State Resident — $481.25 per quarter

Program Cost: Students should contact the individual center for information about program costs after Notification of Acceptance.

Application Fee: A $10 application fee will be required of each student completing this form. Include this fee with your application. You will be contacted by the Center in the near future to advise you of your status. DO NOT send cash.

State of Montana Office of Public Instruction Ed Argenbright, Superintendent Helena, MT 59620	PROGRAM APPRAISAL FOR VOCATIONAL EDUCATION	

DUE: April 27, 1983

District No. — High School	County	City and Zip Code	School

I. **Type of Program (check appropriate item)**

_____ Agriculture
_____ Distributive Education
_____ Health Occupations
_____ Consumer and Homemaking
_____ Business and Office
_____ Trade and Industry
_____ Industrial Arts
_____ Cooperative Education

II. **Level of Program** _____ **Secondary**

III. This data collection is required in accordance with the Vocational Education Amendment of Public Law 92-482, the Montana State Plan for Vocational Education and the Administrative Rules of Montana.

IV. **Directions:**

1. The self-evaluation should be completed by the instructor(s) of **each approved vocational program in the school district.**
2. Advisory Committee members should assist the instructor(s) in the program appraisal.
3. Written comments following each item are encouraged.
4. A "Yes" or "No" will indicate your response to the question.
5. The original of each program appraisal should be submitted to the Director of Vocational Education Services, Office of Public Instruction, Helena, MT 59620.
6. If an on-site vocational program evaluation was conducted in your school this year, you may submit a copy of the recommendations and the school's plan for improvement, in lieu of this report.

10.44.201 General Requirements	Yes	No	COMMENT
1. **The program must have the primary objective of developing skills leading to employment as well as entry into advanced vocational training.** a. Does the educational philosophy of the school contain statements identifying the role of vocational education in the school programs? b. Do the school's educational goals require the development of skills leading to employment and/or advanced vocational training?			
2. **Specific objectives must be defined in terms of skills to be developed and related to a specific occupation by U.S. Office of Education course code numbers.** a. Are specific instructional objectives defined in terms of skills to be developed? b. Are specific instructional objectives related to a specific occupation by USOE code number?			
3. **The program must be based on the vocational education needs of students in the area. A needs assessment must be made during initial planning. Program information must be projected for a five-year period.** a. Are area students' interests, needs and abilities assessed? b. Are community employment needs assessed? c. Is the needs assessment used in the planning process? d. Is program planning information projected for a five-year period?			
4. **Programs must be developed and conducted in consultation with an advisory committee. The committee must include members of both sexes from business, industry and labor. It should represent a cross section of men and women active in the occupation. Minorities residing in the area served by the committee must be appropriately represented.** a. Are advisory committees utilized in the program development and management process? b. Does the advisory committee membership include both sexes? c. Does the advisory committee meet at least once each year? d. Are business, industry and labor included in the advisory committee membership? e. Are minutes of advisory committee meetings recorded and on file at the school? f. Are members of the committee active in the occupation? g. Are minorities residing in the district appropriately represented on the committee?			
5. **Instruction must be based on an analysis of skills and knowledge required in the occupation.** a. Is curriculum development based on a job (task) analysis of the occupation? b. Are the skills and knowledge being taught currently required in the occupation?			

10.44.201 General Requirements	Yes	No	COMMENT
6. **The program must develop leadership and character through activities that accommodate the transition from school to job. Vocational student organizations (Future Farmers of America [FFA] and Distributive Education Clubs of America [DECA]) are required for vocational agriculture and marketing and distributive education respectively. Student organizations in other programs are highly recommended.** a. Is an FFA chapter part of the Vocational Agriculture program? b. Is a DECA chapter part of the Distributive Education program? c. Do vocational student organizations provide leadership and character development activities? d. Are student organizations utilized in other program areas?			
7. **Provisions must be made for vocational guidance which shall include, but not be limited to, occupational information and career counseling.** a. Are vocational guidance services provided? b. Are counseling and placement activities part of guidance services? c. Is occupational/career information provided as part of guidance services?			
8. **Students must be selected for enrollment on the basis of their interest in the occupation, and their ability to profit from the instruction. Prerequisite courses are required which provide students with information and experiences to make sound choices of occupations and advanced training.** a. Are students selected for vocational classes based upon their interest and ability to profit from the instruction? b. Are prerequisite courses required? c. Do prerequisite courses provide students with information and experiences enabling them to make sound occupational and training decisions?			
9. **Instructors must be occupationally competent and certified in the vocation to be taught.** a. Is the instructor certified in the area he/she is teaching? b. Does the instructor have sufficient and current work experience?			
10. **Instructional equipment and facilities are to be comparable to those used in the occupation; adequate for the maintenance of acceptable educational, health and safety standards; and capable of accommodating male, female and handicapped students.** a. Are the instructional equipment and facilities comparable to those used in the occupation? b. Are adequate health and safety practices maintained? c. Are instructional equipment and facilities capable of properly accommodating male, female, handicapped and disadvantaged students? d. Is an up-to-date equipment inventory maintained which identifies items purchased with state funds?			

10.44.201 General Requirements	Yes	No	COMMENT
11. Provisions shall be made for job placement, annual follow-up of program completers and program evaluations. a. Are provisions made for job training and/or placement activities? b. Is an annual follow-up of program completers conducted? c. Is an annual program evaluation conducted?			
12. The maximum number of students per class shall be determined by the work being done, equipment being used, ease of supervision, safety factors, space and resources available, and the need for individual student instruction. Class size maximums are given for each program under its specific requirements. Approval for a larger class must be obtained in advance and will be granted only when evidence that adequate provisions have been made to ensure that the larger number will not hinder the success of the program. Deficiencies in some cases may dictate a smaller number of students per class. a. Is the class size, length, and load within the program standard? b. If the standard was not met, had appropriate approval been requested in advance?			
13. Programs must be planned with regard to how they will relate to other employment and training programs conducted in the area. a. Are programs planned with regard to how they will affect other training programs offered in the district?			
14. Provisions shall be made to ensure equal access to all programs by female, male and handicapped students; to review, evaluate and replace sex-biased learning materials; to make facilities and equipment available for all students; to provide guidance and counseling, especially for students choosing to enter nontraditional occupations; and to seek job placement dependent on the students' abilities, needs and interests rather than on cultural or sex stereotypes. Applications shall describe procedures in effect or ones that will be put into effect to ensure that these requirements are met. a. Are there provisions ensuring equal access to all programs regardless of sex, handicap, race, creed, religion, etc.? b. Are provisions made to review, evaluate and replace sex-biased learning materials? c. Are provisions made for guidance and counseling of all students, regardless of sex, in nontraditional occupational areas? d. Are job training and/or placement activities based upon the students' abilities, needs and interests rather than sex and cultural stereotyping? e. Do applications describe the procedures in effect to eliminate sex stereotyping? f. Are there provisions to ensure all facilities and equipment are available to all students regardless of sex, handicap, etc.?			

10.44.201 General Requirements	Yes	No	COMMENT
15. The school shall participate in the Montana Vocational Education Information System by providing information as required. a. Are all reporting forms requested by the Office of Public Instruction completed by the school? b. Are all reporting forms completed and returned in accordance with identified time lines?			
16. Each program shall conduct a yearly self-evaluation and submit a copy to the Office of Public Instruction. The program shall cooperate with the Office of Public Instruction in a thorough team evaluation which shall be conducted at least every five years. a. Are the results of the annual program self-evaluation submitted to the Office of Public Instruction? b. Do programs participate in an on-site Office of Public Instruction team evaluation at least once during each five-year period?			
17. Local educational agencies shall use vocational education funds to supplement (add to, enhance) local funds to improve vocational programs. Funds will not be approved when it has been determined that supplanting (replacing) of local funds will occur. A school shall not decrease the amount spent in the vocational programs from one year to the next, figured either on an aggregate or per student basis, unless "unusual circumstances" exist, such as large expenditures in previous years for equipment. a. Are state vocational education excess cost funds used to supplement rather than supplant local funds? b. Is the amount spent in the vocational program equal to the amount spent during the previous year?			

10.44.201 General Requirements	Yes	No	COMMENT
18. Accounting procedures must use standard school accounting codes. A yearly certified expenditure report will be submitted showing the actual expenditure of funds compared to the last approved budget. Records will be kept locally for audits. These records will include invoices, purchase orders, warrant numbers and other documents. Records for funded programs by six-digit course codes will be separated from non-funded programs. (History: Sec. 20-7-301(7) MCA; IMP, Sec. 20-7-303 MCA; NEW, 1979 MAR pp. 1130-1143, Eff. 9/28/79, AMD, 1980 MAR p. 134, Eff. 1/18/80.) a. Do accounting procedures use standard school accounting codes? b. Is an annual certified expenditure report submitted to the Office of Public Instruction? c. Is the annual budget specific in the breakdown of amounts available to specific categories (equipment, instructor travel, equipment maintenance, etc.)? d. Do local records include invoices, purchase orders, warrant orders, warrant numbers, and other purchasing records? e. Are expenditures for funded six-digit course codes separated from non-funded programs?			

SIGNED: _____
Program Instructor(s) completing this form DATE

SIGNED: _____
Advisory Committee Chairperson DATE

SIGNED: _____
Superintendent of Schools DATE

VZ0483

AN EVALUATION FOR VOCATIONAL EDUCATION PROGRAMS

INTRODUCTION

Vocational education is an organized program concerned with providing education and training opportunities compatible with employment needs to men and women entering the employment community. Vocational education also serves students who wish to explore and learn new skills for useful and gainful employment and persons who seek to upgrade their occupational competencies.

The appended evaluation instruments have been developed to provide school districts a means of determining the status and needs of their vocational education programs, and are designed to help accomplish the following objectives:

1. Identification of the strengths which may be used as a basis for continued growth and development.

2. The formulation of plans for improvement, development and expansion.

3. Identification of those parts of the program that warrant specific attention.

Key elements important for all vocational education programs are:

1. Written Local Policy Statement: The development of a written local policy statement to provide management direction for vocational education is a requisite to consistency in program operation. A comprehensive, well-written local policy statement provides the professional staff with a set of guidelines which are to be followed in the operation of the program and indicates clearly who is responsible for what.

2. Administration/Supervision: The primary responsibility of administration is to the educational program. Every condition of management and organization is worthwhile to the extent that it is beneficial to teaching and learning. Coordinating instruction, activities and services into an effective educational program requires talented and forward-looking leadership.

3. Guidance & Counseling: The guidance counselor must work cooperatively with vocational education teachers to assist female and male students in their development of self-understanding, career planning and selection of courses to meet occupational goals. The use of up-to-date occupational information as it relates to business and industry, placement and follow-up of graduates, and job market surveys are also important elements of a good vocational guidance program.

4. Advisory Committee: A functional community advisory committee can greatly facilitate the effective operation of a vocational education program. Some of the functions performed by a local advisory committee include: (1) assisting with community surveys, (2) publicizing the program, (3) assisting in development of curriculum, (4)

assisting in evaluation and (5) locating training stations. It is very important that the committee is only advisory in character. It has no administrative or policy-forming power, but recommendations or views should be considered.

5. Personnel: Successful teachers have several characteristics in common. The successful teacher is a good administrator and schedules activities, keeps records, works with youth organizations, as well as carries on other administrative duties expected. The key to an outstanding vocational program is the teacher. To be successful, he/she must have a broad educational and occupational experience background.

6. Curriculum/Instruction: Curriculum functions through learning experiences and instructional materials from various fields of knowledge. Attempts are made to provide learning experiences that meet not only the general needs but also the specialized needs of students. Continuous curriculum evaluation is needed to determine the degree to which instructional objectives are being achieved. To ensure that the vocational education program is meeting the needs of the students and community it serves, it is important that an ongoing program of development takes place. Conducting community surveys, informing parents and students about the program and recruitment of students are all important elements in this phase of the program. The curriculum for vocational education programs must reflect competencies reflected in the world of work.

7. Facilities: The safety, health and psychological well-being of the students and teachers should not be hindered by the facility. Vocational education facilities should be designed and equipped to facilitate the teaching and practice of occupationally relevant capabilities and competencies. Classrooms should contain laboratory stations which provide the student similar experiences as would be encountered in the industry.

8. Equipment: Vocational education classrooms should be designed and equipped to facilitate the teaching and practices of relevant capabilities and competencies. Classrooms should have movable tables and chairs, storage space, and adequate space for storing and displaying reference books and periodicals. The equipment utilized in a vocational program should exhibit several characteristics for a totally successful program. While the quantity, availability and safety of equipment are important criteria, it must be emphasized that equipment found in the training situation should be comparable to that found in a real work situation.

9. Materials/Supplies/Resources: Instructional activities are planned to develop knowledge and understanding, attitudes, ideals, habits and skills that are appropriate to a full life. Sound teaching techniques are developed in relation to established theories of learning, new media, and recent research. The ability to carry out the objective of the program is in large part dependent upon the availability and adequacy of material resources.

10. Student Organizations: The use of student organizations as a re-

lated part of the vocational education curriculum has proven beneficial over the past several decades. Youth organizations have given many young people a realistic opportunity to develop leadership abilities and to prepare for several kinds of specific career requirements.

11. Program Evaluation: Continuous evaluation is essential to maintaining and improving programs of vocational education. While the program is continuously being evaluated informally by students, parents, employers and school personnel, a better planned approach provides a more valid basis for change. Outside evaluation groups should be utilized in program evaluation. Students, parents, school administrators, advisory committee members, state department personnel and faculty members all provide excellent sources of personnel to be used in evaluation.

12. Student Evaluation: Student progress in acquiring capabilities and competencies is the basis for evaluation in vocational education. Evaluation is a measure of the degree to which the student has achieved the objectives of the training and instruction. The purpose of evaluation is to determine the level of competency achieved in the program, to verify that the learning experiences were effective in developing capabilities and competencies, and to identify areas of strengths and weaknesses in order to plan further instruction.

13. Public Relations: Good public relations in vocational education is more than acquiring the good will of the public toward the program. The purposes, objectives, policies, procedures and other information about vocational education should be communicated to a variety of specific audiences through various media. Even though vocational education is not a new idea, the basic tenets often are not understood by individuals who are involved in it in some way, or by those who would like to participate. A program of planned publicity and public information is essential to establishing and maintaining a good vocational education program.

14. Placement/Follow-up: Placement and follow-up activities by the teacher should provide both a means to assess the success or failure of a program and identify needed changes within the program. Such appraisals can provide continual data from former students and a basis for evaluation of the program and curriculum.

15. Sex Equity: One of the priorities of Title II, Vocational Education, Public Law 94-482, Education Amendments of 1976, is the elimination of sex bias and sex role stereotyping in vocational education. States seeking funding under the Act are required to (1) review all vocational education programs in the state for sex bias, (2) assist local education agencies in the state in improving vocational education opportunities for women, (3) assure equal access to vocational education programs by both men and women. The elimination of sex bias and sex role stereotyping in vocational education is important to both sexes. It means the freedom of career choice, the opportunity for equal education, equal employment in business, industry and labor, a full and satisfying life, and the development of full human potential for all students.

MONTANA VOCATIONAL-TECHNICAL EDUCATION SYSTEM MODEL FOR EVALUATION

Evaluation of Center offerings and services

Introduction: Each Center will evaluate its educational offerings in cooperation with the Office of Public Instruction, Department of Vocational Education Services, on an annual and three-year cycle. Centers will establish a uniform reporting procedure that will address a program offering and related services in total.

Key Elements of Evaluation

Policy Announcement PA 82-5 outlines the key elements to be evaluated.

Rationale: Decision making can be improved by gathering and analyzing relevant data. Resource allocations will be enhanced and planning for future changes will be affected by evaluating current educational programs and services.

Procedures: Approved postsecondary program offerings.

The Center Director shall designate the Assistant Center Director as the person responsible to coordinate and conduct the annual postsecondary program evaluations. All reports within the program evaluation process will be routed through the Center Director prior to submission to the District Superintendent. Upon approval of the District Superintendent, one copy will be sent to the State Superintendent of Public Instruction.

State Role - Since the state system utilizes five Centers as the delivery mechanism for postsecondary education, the state program area specialists have been designated by the Assistant State Superintendent for Vocational-Technical Education Services as liaison persons to act as expeditors of the process and to insure that a uniform and meaningful evaluation will take place.

Procedure - Annual Review

On an annual basis all program offerings within a department* will be statistically reviewed utilizing comparative data sheets provided by the state specialists to the Assistant Center Director. (Form Rev. 1)

A review schedule for an interim 1981-82 to 1989-90 is attached.

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*For purposes of definition, department programs will be categorized as Agriculture, Business and Office, Distributive, Health, Home Economics, Technical - Trades and Industry and General/Related.

The Assistant Center Director, in conjunction with instructors and advisory committee members, should complete the self review and submit an approved copy to the Center Director and District Superintendent. Upon approval of the Director and Superintendent, a copy will be sent to the State Superintendent.

Assistance in completing the Annual Program Review will be provided by:

Mr. Leonard Lombardi	Agriculture
Ms. Marion Reed	Business and Office
Ms. Redina Berscheid	Distributive/Marketing
Ms. Barbara Crebo	Health and Special Needs
Ms. Mary E. McAulay	Home Economics
Mr. Jeff Wulf	Technical and Trades
Mr. Dennis Sheehy	Occupational Outlook
Mrs. Montez Briggs	Student Services

Three Year Evaluation - Every three years, the Center program offerings will be reviewed by a team of specialists and consultants comprised of employers, teacher educators and professional staff members from Centers offering corresponding programs and services within the state system.

The evaluation visitation will focus upon data provided by the Annual Reviews in addition to employer and employee follow-up information provided through the State/Center Management Information System.

Recommendations and Commendations will be addressed to the Center and Assistant Center Director for review and response.

A final draft will be sent to the District Superintendent for review and comment.

The final draft and appended comments of the District Superintendent will then be sent to the State Superintendent of Public Instruction.

Copies may be made available to the Legislative Fiscal Analyst and Governor's Office for Program and Planning.

Center: _____

Date: _____

ANNUAL PROGRAM REVIEW
(Due August 1 for Previous Year)

Name of Program _____ OE Code: _____

Length of Program _____ Instructional: Hours _____ Credits _____

Major Instructors' Names:	Certification Status: Class	Expires

Initial Program Approval Date: _____

Part I

Statistical Information

1. Enrollments	1981-82				1982-83				1983-84			
	S	F	W	SP	S	F	W	SP	S	F	W	SP
Full-Time Students Enrolled												
Part-Time Students Enrolled												
Full-Time Equivalents-FTE's												
Percent Female												

FTE = quarter divided by 250 instructional hours

Enrollment is defined as membership on the twelfth day of class.

Full-time student enrolled = 250 hours per quarter or more.

Form Rev. 1-82

2. Withdrawals, Partial Completors, Graduates

Academic Year/Program Length	1981-82		1982-83		1983-84	
	M	F	M	F	M	F
Number Dropped/Withdrawn						
Percent of Enrollment						
Number of Partial Completors						
Average Completion Percent						
Number of Graduates						

3. Placement

	1981-82	1982-83	1983-84
Number in related occupation			
Average wage			
Percent female			
Minority served by VEDS Code*			
Number in unrelated occupation			
Average wage			
Percent female			
Minority served by VEDS Code			
Number available for work			
Percent female			
Minority by VEDS Code			
Unknown and not seeking employment			
Percent of graduates			
Percent female			
Minority by VEDS Code			

*VEDS Code

1. American Indian/Alaskan Native
2. Asian/Pacific Islander
3. Black, not Hispanic
4. Hispanic
5. White, not Hispanic
6. Non-Resident Alien

A drop/withdrawal is defined as a student who has not completed one quarter or has not acquired sufficient skills so as to be employable in the area of education.

4. Occupational Needs Assessment - the information provided below substantiates (does not) substantiate the need for continuing occupational education in this program.

Occupational Codes this program trains workers for:

Code	Title
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Need: 1982-85	New Positions	Replacement
Montana SOICC	_____	_____
Local Survey	_____	_____
Regional	_____	_____
National	_____	_____

Projected graduates 1982-1985 equals (insert no.) _____

Part II-Program Review Questionnaire

		Yes	No	Not Applicable
ADMINISTRATION	1. Is there a comprehensive, well written local policy statement that provides guidelines for professional staff to follow that clearly identifies responsibilities?			
	2. Is there a written long-range plan for the Center?			
	3. Is a new instructor inservice plan in evidence?			
	4. Is there a budget development process established that allows for staff input?			
	5. Is there a plan for professional development?			
	6. Are all program instructors certified?			
	7. Is a faculty handbook provided to all staff?			
ADVISORY COMMITTEES	8. Does the program advisory committee meet with State Policy Guideline?			
	Number of committee members _____			
	Number of employers _____			
	Number of employees _____			
	Number of program alumni _____			
	Number of females _____			
	Three-year term of appointment?			
	Committee meets a minimum of twice annually?			
	9. Are notices and agenda of advisory committee meetings posted?			
	10. Are minutes of all advisory committee meetings available for reference?			
	11. Are recommendations for facility revision and equipment purchases noted in minutes?			

	Yes	No	Not Applicable
ADVISORY COMMITTEES			
12. Is the advisory committee involved in:			
a. Planning			
b. Budgeting			
c. Evaluation			
d. Student Placement			
e. Professional development planning			
f. Program promotion			
FACILITIES AND EQUIPMENT			
13. Are there adequate student stations?			
14. Is the available instructional equipment comparable to that found in business and industry?			
15. Is additional equipment needed?			
List and explain:			
16. Is there a need for facility renovation due to:			
a. Energy conservation			
b. Safety considerations			
c. Program enrollment			
d. New program offering			

		Yes	No	Not Applicable
CURRICULUM	17. Is the instruction of safety evident?			
	18. Has there been a program/curriculum revision during this past year?			
	19. Have all course outlines for the program been reviewed for needed changes this past year?			
	20. Are instructional expectations defined as competencies to be attained by students?			
	21. Are field trips used as based upon the educational objective components of the program?			
	22. Are guest speakers utilized by instructors?			
	23. Were any community/industry surveys conducted to verify or modify the curriculum this past year?			
	24. Were instructors granted curriculum revision projects this past year?			
	25. Has the need for curriculum revision been a topic for a staff meeting during the past year?			
MATERIALS, SUPPLIES & RESOURCES	26. Are supplies and materials available and adequate for purposeful instruction?			
	27. Were outside projects used in the instructional process, i.e., equipment?			
	28. Were policies evident dealing with payment of services rendered by shops for outside patrons?			
	29. Are adequate reference texts for program use readily available?			
	30. Are adequate media hardware and software available?			

STUDENT SERVICES

	Yes	No	Not Applicable
31. Are students counseled prior to enrolling in a program?			
32. Are remedial courses available to support students in this Program?			
33. Are counselors available to work with program instructors?			
34. Is there evidence of a recruitment plan?			
35. Are counselors involved in an ongoing placement plan?			
36. Is work study being provided by:			
a. CWS			
b. VWS			
c. Other			
d. What percent of the program enrollees are on financial aid?			
37. Are student records complete?			
a. Application on file			
b. Formal letter of acceptance			
c. Program of enrollment			
d Class schedule			
e. Notice of persons in case of emergency			
f. Identificaton of handicap			
g. Waiver of privacy act provisions for release of transcripts, pictures, audio-video tapes			
h. Transcripts			
i. Tuition receipts			
j. Veteran regulations			
k. Add/drop forms			
l. Standards of progress			

	Yes	No	Not Applicable
STUDENT SERVICES			
37. (Continued)			
m. Probationary notices			
n. Academic and/or other achievements			
o. Reference letters			
p. Placement records			
38. Is up-to-date occupational information available?			
39. Are student organizations available?			
List:			
_____			
_____			
_____			
_____			
_____			
_____			
40. Is the program free of sex bias?			
41. Are EEOC statements evident?			
42. Is there a Title IX coordinator?			
43. Is a student grievance policy in effect?			
PUBLIC RELATIONS			
44. Is an up-to-date, accurate program brochure available and distributed?			
45. Is the program adequately described in the center catalog?			
46. Is adequate information about the program provided to area high school guidance counselors, job service and area libraries?			

PUBLIC RELATIONS

	Yes	No	Not Applicable
47. Do program coordinators or instructors visit area high schools to speak about career opportunities?			
48. Are consistent efforts made in terms of articulation with program instructors at:			
a. Other centers			
b. Area high schools			
c. Job Service offices			

Comments:

Part III - Financial Support

Instructional cost allocations

Salaries _____

Hourly wages _____

Fringe benefits _____

Contracted services _____

Supplies and materials _____

Equipment _____

Repair and maintenance _____

Travel _____

Rent _____

Part IV - Recommendations:

Check

_____ Approval for continuance of program

_____ Approval with revision

Revisions recommended include:

1

2

3

4

5

6

7

8

9

10

_____ Probationary status recommended:

Reasons:

_____ Termination:

Reasons:

Signatures

_____
Assistant Center Director

_____
Center Director

_____
Program Instructor

VOCATIONAL EDUCATION STATE PLANNING COUNCIL
MINUTES

The first meeting of the FY 83 Planning Council for Vocational Education met on February 28, 1983, at the MACVE Meeting Room in Helena. The following members were present: Dr. Max Amberson, Candy Brown, Gene Christiaansen, Joseph Fahn, Loran Frazier, Dr. Donald Gatzke, Robert Hockett, Anita Johnson, Wendy Keating, Robert Ruthemeyer, Irvin Scheidt and Col. Gordon Simmons. Also present were Kathryn Penrod and Chris Robie of MACVE.

Mr. Christiaansen opened the meeting with a statement as to the purpose of the Planning Council. He assured the council the new plan would be completed by July 1, 1983. Mr. Christiaansen showed a film depicting vocational education. He posed the question as to whether we should be training for Montana, for the region or for a national perspective.

Mr. Ruthemeyer discussed the information handout entitled "Selected Average Annual Openings." He pointed out that these figures are derived by the Department of Labor. The State Occupational Information Coordinating Council determined the supply from schools and institutions offering vocational preparation. Dr. Amberson pointed out that agricultural jobs were not included. Mr. Ruthemeyer agreed that this was a serious omission but that this information has not been collected due to difficulty in collection. Other states have used this type of information to justify the start-up and termination of programs. Mr. Christiaansen added that this information does not include adequate data from private schools.

Election of officers was held. Dr. Amberson nominated Robert Hockett as chairperson. Col. Simmons moved that nominations be closed and a unanimous ballot be cast for Mr. Hockett. Anita Johnson seconded this motion. Nominations were opened for vice-chairperson. Upon being nominated, Wendy Keating declined. Mr. Scheidt nominated Dr. Gatzke. Dr. Amberson moved that nominations close and a unanimous ballot be cast for Dr. Gatzke. The vote was unanimous.

Mr. Hockett assumed the duties of the chair. The Planning Council was charged with the development of goals and tasks were identified as responsibilities of the specialists in the Office of Public Instruction. Sample goals were discussed such as: create a better relationship with unions or with legislature; address public relations problem, through a speakers' bureau or a film strip, so that we could get out as much information to the state as possible. Given the charge to develop goals, the Council divided into two sections. The secondary committee membership consisted of Anita Johnson, Joseph Fahn, Robert Ruthemeyer, Max Amberson and Irv Scheidt. Kathryn Penrod sat in on this group.

The following is a summary of the conclusions reached by the secondary committee:

Secondary Vocational Education

Programs offered by secondary schools (I-12) should reflect:

1. Career information upon which students may base meaningful vocational choices
2. Exploratory offerings
3. Cooperative education
4. Work experience/occupational experience (supervised)
5. Occupational preparation
6. Preparation for further education

Programs should be developed in consultation with postsecondary institutions inclusive of vocational-technical centers and colleges/universities to insure an articulated curriculum that does not duplicate knowledge or skill acquired at former educational levels.

Programs should be developed from a needs basis which surveys student, community, business and industry interests.

Curriculum development should be emphasized to insure up-to-date and accurate instruction.

Professional inservice should address:

1. Computer
   a. Literacy
   b. Instructional methods
   c. Operation
   d. Maintenance
2. Certification needs
3. Vocational administrators should receive vocational education inservice

Public relations should be addressed to improve the image and understanding of vocational education.

Communication skills should be emphasized.

Inservice programs must stress quality offerings with consideration of travel compensation for attendance.

The availability of inservice programs must be expanded on a regional basis.

There must be a concerted effort in the schools for career information and counseling activities.

New programs should be developed and/or encouraged by Vocational Education Department specialists. Occupational trends included in the secondary area involved are:

1. Electronics
2. Fuels - mining and drilling
3. Computers
4. Tourism and recreational industries
5. Energy conservation
6. Health care
7. Agriculture/Agri. Business
8. Marketing and distribution
9. Transportation
10. Infrastructure renovation

Vocational adult education opportunities should be developed through efforts at the local secondary schools where geographical barriers prevent residents attending a vocational-technical center, community college or university campus.

Secondary programs should be competency-based.

Vocational supervisors and coordinators should be certified.

It was also the consensus of the secondary group that Montana vocational education job opportunities extend beyond Montana.

The postsecondary committee consisted of Candy Brown, Wendy Keating, Loran Frazier, Dr. Gatzke, Gene Christiaansen, Robert Hockett and Col. Simmons. Mr. Christiaansen led the discussion. Their conclusions follow.

Postsecondary, Community College and University

Vocational-technical education opportunities should remain available at vocational-technical centers, community colleges, colleges/universities, trade schools, industrial training centers, apprenticeship and Job Training Partnership Act programs inclusive of Job Corps.

Vocational-technical programs should be based upon training and educational needs reflective of state, regional and national demands.

> Montana's delivery system for vocational education should reflect 90 percent of program offerings based upon local, state and regional occupational demand and 10 percent based upon national needs.

Occupational training programs should be developed and/or offered in the trend areas noted. (see secondary vo-ed goals)

A needs assessment should be developed to determine Montana residents' needs for educational offerings.

Vocational-technical centers should articulate program requisites with secondary schools, community colleges and universities.

Vocational-technical centers should develop competency based curriculums.

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Job Training and Partnership Act funds and program offerings will be coordinated through the Office of Public Instruction, Department of Vocational Education Services.

Evaluation, follow-up, placement data will be utilized in annual program reviews.

SOICC/MCIS and Department of Labor research and analysis data will be used in program justification pertaining to new and existing programs.

The two groups met together as one group at this point.

A discussion was held regarding the need for a needs assessment. The conclusion was affirmative. A survey was suggested to determine residents' needs and interests. Mr. Christiaansen assured the council that the Office of Public Instruction will conduct a sample needs survey to determine program and service planning for 1983-84.

In regard to planning for the sparsely populated areas, Candy Brown felt that this type of planning was not timely with the prevailing attitude at this time of the legislature towards funding. Wendy Keating pointed out that first you do the needs assessment. Dr. Gatzke felt that the needs assessment result should be addressed prior to the finalization of the 84 plan for possible revision and expanded services.

Colonel Simmons said that as a pilot project Kathryn Penrod, Executive Director of MACVE, would do some traveling with advisory council members to provide public relations for vocational education.

As a summary, Mr. Christiaansen said that his department would try to utilize MCIS, SOICC and also supply/demand data from the Department of Labor. Also, information would be sought on industry training programs and private schools. Programs will be studied in regard to accountability and productivity, with new program area trends in mind.

Mr. Hockett set the next meeting for April 7 at 9:00 a.m. at the OPI Eleventh Avenue Conference Room. Mr. Ruthemeyer assured the council that an agenda and letter will be sent out in advance of the next meeting. Friday, April 29, is tentatively set for the third meeting. Meeting adjourned.

HELEN DUNBAR
Recording Secretary

VOCATIONAL EDUCATION STATE PLANNING COUNCIL
MINUTES

The second meeting of the FY 83 Planning Council for Vocational Education met on April 7, 1983, at the Conference Room of the Office of Public Instruction, 1300 Eleventh Avenue. All members were present, namely: Dr. Max Amberson, Buck Boles, Candy Brown, Gene Christiaansen, Joseph Fahn, Loran Frazier, Dr. Donald Gatzke, Robert Hockett, Anita Johnson, Wendy Keating, Robert Ruthemeyer, Irvin Scheidt and Col. Gordon Simmons. Kathryn Penrod of MACVE was present.

Chairman Robert Hockett opened the meeting at 9:30 a.m. The minutes were approved as corrected on page 4; last sentence should read "Colonel Simmons said that as a pilot project Kathryn Penrod, Executive Director of MACVE, will provide inservice training for local vocational education advisory committees."

Comments and suggestions were discussed by the Planning Council on Sections I, IV and V of the 1982 Accountability Report.

Section I - page I-3, top of page, explain the modifications of the on-site evaluation instrument.

Page I-3, second paragraph - are advisory council members present at the evaluation exit conference? Yes.

Page I-3, third paragraph - clarify probation.

Page IV-2, need uniformity in representing zero.

Joseph Fahn suggested that the office give a better explanation as to why we want the student follow-up information. Other members of the Council indicated that they have found a greater student reluctance to give follow-up data. The comment was made that the "trust level" was good with local schools. The "trust level" was much lower knowing that it went to state and federal authorities. The trust level needs to be enhanced with the vocational instructors.

Page IV-6 - the present data does not separate completers and leavers. The 1983 data should differentiate between completers and leavers.

Buck Boles made the comment that the employer summaries on pages IV-4 and IV-5 gave strong rating to work attitudes. He believes this is a very important factor.

Page V-1 - third paragraph, why the instrument revision?

Page V-7, typographical, should be Big Sky.

Candy Brown raised the question about the safety problems noted in the accountability report. Gene responded by saying that each specialist has some knowledge about safety requirements in their area. Recently the office has had increased communications with the Safety and Health Bureau of the Department of Labor and Industry. The office plans to increase this working relationship with the Safety and Health Bureau.

Gene Christiaansen presented a composite of Planning Council goals and recommendations abstracted from Project '80, What the People Said publication which was published by the Cooperative Extension Service of Montana State University and represents the views of over 3,000 statewide participants.

On page two of the planning paper clarification of the term "geographical barriers" needs to be made.

Page 2 - should be infrastructure.

Page 2 - substitute private proprietary schools for trade schools.

Page 2 - suggested that a definition be given for competency-based curriculum. The definition offered was: a competency-based curriculum is a curriculum which specifically states the knowledge, skills, attitudes and experiences in behavior terms needed by students enrolled in the vocational program.

Page 2 - suggested wording - Secondary vocational supervisors and coordinators should be certified in accordance with Board of Public Education policy.

Page 2 - top of page - delete Fuels-mining and drilling.

Page 2 - a question was raised about competency curriculum for new vocational programs. Gene said that policy provides that new programs will be competency-based.

Buck Boles indicated that a portion of Build Montana legislation concerned with "Small Business and Agricultural Uses of Computers" may not pass.

Gene Christiaansen said that portion of the proposed program will be reviewed by the Department of Vocational Education Services and considered for possible funding.

Bob Arnold from the Montana State Occupational Information Coordinating Committee (SOICC) explained the annual labor supply and demand information. Bob shared with the Council the preliminary figures; however, the results were not for public dissemination at this time. The figures in total indicated that the Montana supply was greater than the demand figures.

The Council indicated that a possible error in the supply figures may come from "stop-out students." These are students who may leave an associate of arts program or a bachelor degree program before the completion of the prescribed program. These students may return and complete the program; however, they may have sufficient skills to earn a living based on what they have completed. The current supply figures reflect those that have completed a terminal program and does not include the stop-out students. To illustrate the problem, Dr. Gatzke said that Flathead Community College has about 1800 students of which about 100 students per year graduate.

Gene Christiaansen made a presentation. He requested the members to go through the Project 80 needs assessment and respond within two weeks. C. Brown suggested that we develop linkage with the state Department of Safety and Health in terms of school inspections in conjunction with vocational evaluations. Departmental specialists should receive an inservice on safety with either underwriters or OSHA inspectors as potential presentors. The inservice might be offered at the Montana Vocational Education Association meeting in the fall of 1983. An alternative might be to develop regional workshops which may have more impact. In answer to a question as to whether administrators should attend, Mr. Christiaansen said two different audiences had to be addressed. He thought more people would be reached at the regional workshops. Dr. Amberson felt these should be held in the field.

General discussion identified a recommendation to fund a study and development of computer-assisted farm management program which might be extended to small businesses. Mr. Christiaansen presented a chart (which is attached) delineating federal funds available for Montana for 1982-83-84. Mandatory and permissive areas were explained. In response to a question from Loran Frazier, Mr. Chrsitaiaansen replied that disadvantaged and handicapped are matching monies; state administration is matching money; postsecondary is matching money in terms of maintenance of effort. Mr. Christiaansen discussed funding at the postsecondary vocational-technical centers. The group also discussed unemployment figures in the state.

Discussion was held regarding the METS (Montana Educational Telecommunication System which is operated out of Eastern Montana College). The public hearing will be broadcast using the METS system. Mr. Ruthemeyer suggested using members of planning council for facilitators and moderators. He has tentatively set June 13, 1983, from 3:30 to 4:30 p.m. for the public hearing. Helena will be the net control station. Facilitators would be there with draft copies of the 82 Accountability Report and the 1984 Plan. Comments will be recorded at the Helena station. Comments will be addressed in the final report. Facilitators will be reimbursed for travel to the sites. Mr. Christiaansen pointed out that the use of the METS system saves budget money. The hearing process is mandated by law.

A discussion regarding the next Council meeting was held with the decision being that it be held on May 11, 1983.

The Council recommendations that were mutually approved were:

1. Develop linkage between the Department of Vocational Education Services and the Safety and Health Bureau.

2. Inservice on safety. Possible presentors:

   a. Underwriters
   b. OSHA inspectors

   Presentations may be possible at the Montana Vocational Association annual meeting or at regional workshops.

3. Recommended that an RFP be issued to fund the study and development of computer-assisted farm management and small business training workshops. Dan Dolan may be a good source of information.

4. Provide evaluation and technical assistance in vocational education to community colleges on a request basis.

5. Recommend that the advisory council slide tapes developed by Jeffrey Dietz be placed in the OPI film library.

In conclusion, the proposed public hearing will be held at seven sites on June 13, 1983, using the METS system. The facilitators and sites are listed below:

Facilitators/Moderators	METS Site
Robert Hockett, Joseph Fahn	Havre
Bob Ruthemeyer	Great Falls
Max Amberson	Bozeman
Dr. Donald Gatzke	Kalispell
Wendy Keating, Irvin Scheidt	Billings
Col. Gordon Simmons	Missoula
Gene Christiaansen, Buck Boles, Candy Brown	Helena

Meeting adjourned.

VOCATIONAL EDUCATION STATE PLANNING COUNCIL
MINUTES

The first meeting of the FY 83 Planning Council for Vocational Education met on February 28, 1983, at the MACVE Meeting Room in Helena. The following members were present: Dr. Max Amberson, Candy Brown, Gene Christiaansen, Joseph Fahn, Loran Frazier, Dr. Donald Gatzke, Robert Hockett, Anita Johnson, Wendy Keating, Robert Ruthemeyer, Irvin Scheidt and Col. Gordon Simmons. Also present were Kathryn Penrod and Chris Robie of MACVE.

Mr. Christiaansen opened the meeting with a statement as to the purpose of the Planning Council. He assured the council the new plan would be completed by July 1, 1983. Mr. Christiaansen showed a film depicting vocational education. He posed the question as to whether we should be training for Montana, for the region or for a national perspective.

Mr. Ruthemeyer discussed the information handout entitled "Selected Average Annual Openings." He pointed out that these figures are derived by the Department of Labor. The State Occupational Information Coordinating Council determined the supply from schools and institutions offering vocational preparation. Dr. Amberson pointed out that agricultural jobs were not included. Mr. Ruthemeyer agreed that this was a serious omission but that this information has not been collected due to difficulty in collection. Other states have used this type of information to justify the start-up and termination of programs. Mr. Christiaansen added that this information does not include adequate data from private schools.

Election of officers was held. Dr. Amberson nominated Robert Hockett as chairperson. Col. Simmons moved that nominations be closed and a unanimous ballot be cast for Mr. Hockett. Anita Johnson seconded this motion. Nominations were opened for vice-chairperson. Upon being nominated, Wendy Keating declined. Mr. Scheidt nominated Dr. Gatzke. Dr. Amberson moved that nominations close and a unanimous ballot be cast for Dr. Gatzke. The vote was unanimous.

Mr. Hockett assumed the duties of the chair. The Planning Council was charged with the development of goals and tasks were identified as responsibilities of the specialists in the Office of Public Instruction. Sample goals were discussed such as: create a better relationship with unions or with legislature; address public relations problem, through a speakers' bureau or a film strip, so that we could get out as much information to the state as possible. Given the charge to develop goals, the Council divided into two sections. The secondary committee membership consisted of Anita Johnson, Joseph Fahn, Robert Ruthemeyer, Max Amberson and Irv Scheidt. Kathryn Penrod sat in on this group.

The following is a summary of the conclusions reached by the secondary committee:

Secondary Vocational Education

Programs offered by secondary schools (I-12) should reflect:

1. Career information upon which students may base meaningful vocational choices
2. Exploratory offerings
3. Cooperative education
4. Work experience/occupational experience (supervised)
5. Occupational preparation
6. Preparation for further education

Programs should be developed in consultation with postsecondary institutions inclusive of vocational-technical centers and colleges/universities to insure an articulated curriculum that does not duplicate knowledge or skill acquired at former educational levels.

Programs should be developed from a needs basis which surveys student, community, business and industry interests.

Curriculum development should be emphasized to insure up-to-date and accurate instruction.

Professional inservice should address:

1. Computer
   a. Literacy
   b. Instructional methods
   c. Operation
   d. Maintenance
2. Certification needs
3. Vocational administrators should receive vocational education inservice

Public relations should be addressed to improve the image and understanding of vocational education.

Communication skills should be emphasized.

Inservice programs must stress quality offerings with consideration of travel compensation for attendance.

The availability of inservice programs must be expanded on a regional basis.

There must be a concerted effort in the schools for career information and counseling activities.

New programs should be developed and/or encouraged by Vocational Education Department specialists. Occupational trends included in the secondary area involved are:

1. Electronics
2. Fuels - mining and drilling
3. Computers
4. Tourism and recreational industries
5. Energy conservation
6. Health care
7. Agriculture/Agri. Business
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Vocational-Technical Program
Public Community College Expenditures
1983-1984

	No. of Programs	FTE Enrollment	State/Local Direct Instructional Costs
Dawson C.C.	14	108	260,820
Flathead Valley C.C.	5	206	235,448
Miles C.C.	11	221	301,977
Totals	30	535	798,245

Vocational-Technical Programs
Indian Community Colleges Expenditures

	No. of Programs	FTE Enrollment	Local/Federal Direct Instructional Costs**
Blackfeet C.C.*	N/A	N/A	N/A
Dull Knife C.C.*	N/A	N/A	N/A
Fort Peck C.C.	5	115	122,043
Little Big Horn C.C.	3	60	20,300
Salish/Kootenai C.C.	6	193	318,083
Subtotal*	14	368	460,426

* Data not reported at writing.

** No state funding identified at the Indian community college level.